



**WEST BUFFALO CHARTER SCHOOL
BOARD OF TRUSTEES MEETING
MAY 18, 2026
2:30 PM
MONTHLY MEETING**

Board Members

Present: Deborah Licata, Michelle Stevens, Joyce Fanning, Peter Heffley, Robert Schreck, James Deuschle, Ronald Rambally, Brielynn Bell

Also Present: Andrea Todoro, Amy Jones, Lauren Lysiak, Rachel Banas

Quorum Present: Yes

Call to Order

Mr. Schreck called the meeting to order at 2:34PM. Quorum present.

Proof of Public Notice of Meeting

Media and public announcement was sent on **May 11, 2026** to print, radio, and TV outlets announcing this open meeting. A posting was also sent to Erie County Hall, Buffalo City Hall and Buffalo City Court. In addition, it was posted on the WBCS website. The Board of Trustees was duly notified of this meeting well within the timeline of our bylaws.

Monthly Meeting

- The April 27, 2026 Minutes were approved.

Upon motion duly made by Peter Heffley and seconded by Ronald Rambally, the April Minutes were approved as presented. All in favor. None opposed.

Director of Operations Report

Rachel Banas presented the operations report outlining updates with construction and the new School Food Service Authority process and application and the process. She

discussed the Wellness Policy and how we can promote this policy with the students and staff next year. Mrs. Banas shared some information about the MAP Mobile Market at WBCS and how the School contracted with a snow removal company for the upcoming winter.

Upon motion duly made by Deborah Licata and seconded by James Deuschle, the Wellness Policy was approved as presented. All in favor. None opposed.

Director of Administrative Services

Lauren Lysiak presented the administrative services report outlining updates on students' high school placements and preparing the data for the end of the year reports that she will certify over the Summer. Dr. Lysiak also reported on how 31 staff members were in the process of being CPR and AED certified.

Financial Report

Amy Jones presented the financial reports for the period ending April 31, 2026 (a copy is attached hereto and made a part hereof.)

Amy Jones discussed the budget, the contract for EBC, how the School received tuition payments, the gift the School received from Nickel City Florals, Mr. Heffley's Scholarship and grant updates. She shared updated enrollment numbers for next year and how Ms. Peterson, our new receptionist, just started at the Front Desk.

Upon motion duly made by Michelle Stevens and seconded by Peter Heffley, renewing EBC was approved as presented. All in favor. None opposed.

Upon motion duly made by Ronald Rambally and seconded by Deborah Licata, the April Financials were approved as presented. All in favor. None opposed.

Upon motion duly made by Peter Heffley and seconded by Joyce Fanning, the Financial Report was approved as presented. All in favor. None opposed.

School Leader Report

Andrea Todoro presented the School Leader report (a copy is attached hereto and made a part hereof).

Andrea Todoro shared how a Board Member was wrapping up her time on the Board in June, provided personnel updates, and debriefed the Board on the Insight Survey. She talked about the end of the year assessments, all of the planning that goes into the end of the year, and upcoming important dates.

Upon motion duly made by Peter Heffley and seconded by Ronald Rambally, the School Leader Report has been approved as presented. All in favor. None opposed.

BoT Chair Report

The Board Chair would like to express appreciation to Joyce Fanning for her support of the School and participation on the Board of Trustees.

Executive Session

The Board entered Executive Session at 3:28PM and exited at 3:48PM.

Adjournment

Being that there is no further business to discuss, a motion to dismiss was made by Peter Heffley and seconded by Michelle Stevens. The meeting was adjourned at 3:48 PM.

Respectfully Submitted,
Lauren Lysiak

The next WBCS Board meeting will take place on June 22, 2026 at 2:30 PM in the WBCS Administrative Conference Room.