



**WEST BUFFALO CHARTER SCHOOL
BOARD OF TRUSTEES MEETING
JUNE 22, 2026
2:30 PM
MONTHLY MEETING**

Board Members

Present: Michelle Stevens, Peter Heffley, Robert Schreck, James Deuschle, Brielynn Bell

Absent: Deborah Licata, Joyce Fanning, Ronald Rambally

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 **June 15, 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 May 18, 2026 Minutes were approved.

Upon motion duly made by Peter Heffley and seconded by Brielynn Bell, 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 food services, MAP, registration conversations around programming

Director of Administrative Services

Lauren Lysiak presented the administrative services report outlining updates on students' high school placements and

Financial Report

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

Amy Jones discussed the payments the School has received lately, discussed the statements, compared our numbers to this of last year, marketing ventures, insurance rates and offer letters.

Upon motion duly made by Michelle Stevens and seconded by Peter Heffley, the Station 28 contract was approved for next year as presented. All in favor. None opposed.

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

Upon motion duly made by Peter Heffley and seconded by Brielynn Bell, the legal services from Lippes Mathias LLP were 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 her recent conversation with our Charter School Liaison, Susan, the changes that might occur between now and the end of the year, information around the assessment reports, a personnel update, and that APPRs are almost done. She also discussed all of the great things that happened during Exploration Week and talked about the upcoming Summer Programming.

Upon motion duly made by Brielynn Bell and seconded by Michelle Stevens, the instructional aide, the K-8 STEAM Teacher, the 7th & 8th Grade Social Studies

Teacher, and the 3rd Grade Classroom Teacher positions were approved as presented. All in favor. None opposed.

Upon motion duly made by Michelle Stevens and seconded by Brielynn Bell, 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 Andrea Todoro for her amazing 14 years of service as the School Leader and the impact she had on countless lives.

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

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 3:29PM.

Respectfully Submitted,
Lauren Lysiak

The next WBCS Board meeting will take place on July 20th at 2:30 PM in the WBCS Administrative Conference Room.