



**WEST BUFFALO CHARTER SCHOOL
BOARD OF TRUSTEES MEETING
JULY 20, 2026
2:30 PM
MONTHLY MEETING**

Board Members

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

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

Quorum Present: Yes

Call to Order

Mr. Schreck called the meeting to order at **2:39PM**. Quorum present.

Proof of Public Notice of Meeting

Media and public announcement was sent on **July 13, 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 June 22, 2026 Minutes were approved.

Upon motion duly made by Peter Heffley and seconded by Michelle Stevens, the June Minutes were approved as presented. All in favor. None opposed.

Director of Operations Report

Rachel Banas presented the operations report outlining summer building updates, including construction projects, such as the concrete apron repair, see quote approval below. A mandatory tour of the food service facilities was given to two prospective Food Service Management companies. The opening of bids will take place on 7/31/26.

Upon motion duly made by Michelle Stevens and seconded by Peter Heffley, the State Group quote has been approved as presented. All in favor. None opposed.

K-8 Principal Report

Erin Clifford highlighted summer tasks that include teacher materials, Middle School Orientation, and student programming. Summer Camp updates were included along with projects being worked on around the building by students.

Director of Administrative & Student Services Report

Andrea Todoro presented the administrative services report outlining current reports and data files that have been due this month. She shared programming forecasts and how they might fit into options for the future. ENL students will be transitioning to a new testing platform.

Financial Report

Amy Jones presented the financial reports for the period ending **June 30, 2026** (a copy is attached hereto and made a part hereof.)

A discussion was had regarding the current financial landscape of the school. Tuition numbers were discussed along with the impact from enrollment. Enrollment numbers are consistent and continuing to grow. FOIL requests have been acknowledged and given.

Upon motion duly made by Peter Heffley and seconded by Ronald Rambally, the June 2026 Financials were approved as presented. All in favor. None opposed.

School Leader Report

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

A discussion was held regarding staffing updates, including open positions and interview dates. Planning is underway for the 26-27 school year, specifically opening of the year professional development. Curriculum and instruction updates included an emphasis on attendance and chronic absenteeism and how the curriculum will create positive engagement, therefore, increasing student attendance. Highlights were shared regarding the Boost Reading training that took place to enhance student skill development and review. For the upcoming school year, a strong emphasis will be placed on consistent and purposeful teaching.

Upon motion duly made by Brielynn Bell and seconded by Peter Heffley, the revised Organizational Chart has been approved as presented. All in favor. None opposed.

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

Adjournment

Being that there is no further business to discuss, a motion to dismiss was made by Debbie Licata and seconded by Peter Heffley, the meeting was adjourned at 3:33PM.

Respectfully Submitted,
Rachel Banas

The next WBCS Board meeting will take place on August 24, 2026 at 2:30 PM in the WBCS Administrative Conference Room.