

**West Buffalo Charter School**

# **Board of Trustees Meeting**

**August 22nd, 2016**

**2:30 PM**

**D’Youville College, Bauer Family Academic Building, Room 105**

**Board Members:**

Present: Arup Sen, Michelle Stevens, Richard Baer, James Deuschle, Joseph Cozzo

Excused: Joanne Haefner, Lee Pearce, James Sampson

Quorum Present: Yes

Also Present: Andrea Todoro, Liz Sterns

**Call to Order**

Dr. Sen called the meeting to order at 2:50PM. Quorum present.

**Proof of Public Notice of Meeting**

Media and public announcement was sent on Monday, August 15th, 2016 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 publicly displayed at 50 East North Street and posted on the WBCS website. The Board of Trustees was duly notified of this meeting well within the timeline of our bylaws.

**Monthly Meeting**

**Review of the July 22nd, 2016 Meeting Minutes**

Minutes of the July 22nd, 2016 Board of Trustees meeting were presented for approval.

**Upon motion duly made by Mrs. Stevens and seconded by Mr. Baer, the minutes of the**

**July 22nd, 2016 board meeting were approved as presented. All in favor. Non-opposed.**

**Financial Report**

Mrs. Sterns will present the financial report, for the period ending July 31st, 2016 electronically for the BOT to review and approve (once approved, a copy will be attached hereto and made a part hereof).

* Expansion items: A Construction Timeline will be emailed to the BoT.
* Security lighting in the expanded area will be installed once the 3 houses are removed.
* With the parking lot fenced off for construction, the newly implemented school bus drop off and pick up taking place at the corner of Dewitt Street and Lafayette Avenue is working well. Sean Mulligan from Councilman Rivera’s office has been very helpful in communicating with the City of Buffalo Public Works with printing of School/Parking signage. Continue to address safety concerns regarding traffic flow and street crossing. New signs should be up in the neighborhood in the next couple of weeks.
* Discussion regarding security of the parking lot and surrounding areas. Hours will be tweaked as well as expanded until the traditional school year starts. Cost is being shared equally with the R&P Oakhill.
* Parking for staff has been realigned within School property, all but 5 parking spots lost to construction have been replaced with parking assignments give in order of seniority.
* Enrollment figures were reviewed. A few families have moved out of the district, existing waitlist is being used to fill openings.
* A neighborhood meeting was held August 16th with approx. 15 neighbors attending. Response to discussed agenda topics: construction schedule, school’s new bus staging plan, and the addition of site security. Security was welcomed by all neighbors.
* WBCS has been awarded funding for the STEAM Program from the Cullen Foundation. $70,000 for two years with possible additional funding for Professional Development.

**Upon motion duly made by Mrs. Stevens and seconded by Mr. Baer, the Lumsden & McCormick contract for Annual Audit & preparation of 990 was approved as presented. All in favor. Non-opposed.**

**A motion was made to approve the contract for Buffalo Hearing and Speech. The vote will be taken electronically as there was not a quorum present with Mr. Cozzo having to abstain from the vote.**

**Upon motion duly made by Mrs. Stevens and seconded by Mr. Baer, the Executive Investigations Security contract was approved as presented. All in favor. Non-opposed**

**Upon motion duly made by Mrs. Stevens and seconded by Mr. Baer, Alexander Vandenbergh contract was approved as presented. All in favor. Non-opposed.**

**School Leader Report**

* SED Charter School Leaders Dinner held August 21st. David Frank reviewed procedural changes within SED & how they will relate to Charter Renewals & Site visits.
* In depth review of 3rd & 4th grade New York State test results. Discussion of action plans that have been developed and implemented. Benchmarks will be provided to the BOT at the September BOT Meeting.

**Upon motion duly made by Mr. Cozzo and seconded by Mr. Baer, 8 employees were approved for employment as presented. All in favor. Non-opposed.**

* Demographics of incoming Kindergarteners will be provided to the BoT electronically by Mrs. Sterns.
* An eVote will be taken to approve the Catholic Charities contract.
* Thanks & recognition to Rich Product’s Finance & Buffalo Navy Groups for their fundraising efforts for WBCS. Grade level Scholastic subscriptions will be provided for all grade levels.
* The board is invited to attend BACK TO SCHOOL NIGHT Monday, September 8th from 5:00-6:30 PM.
* Discussion regarding new board member recruitment.
* New guidelines in place by SED for incoming board members.

**Adjournment**

Being that there is no further business to discuss, a motion to dismiss was made by Mr. Deuschle and seconded by Mr. Baer. The meeting was adjourned 3:55 PM.

Respectfully submitted,

Leslie Bunis Ohl

**The next WBCS board meeting will take place on Monday, September 26th at D’Youville College at 2:30 PM in the Bauer Family Academic Building, Room 105.**