Application: South Buffalo Charter School

David Ehrle - dehrle@southbuffalocs.org
2025-2026 Annual Report

Summary

ID: 0000000333
Status: Annual Report Submission

Entry 1 – School Information and Cover Page

In Progress - Last edited: Jul 27 2026

Instructions

Required of ALL Charter Schools

Each Annual Report begins with a completed School Information and Cover Page. The information is collected in a survey format within the Annual Report Portal. When entering information in the portal, some of the following items may not appear, depending on your authorizer and/or your responses to related items.

Entry 1 – School Information and Cover Page

(New schools that were not open for instruction for the 2025-2026 school year are not required to complete or submit an annual report this year).

Please be advised that you will need to complete this cover page (including signatures) before all of the other tasks assigned to you by your school's authorizer are visible on your task page. While completing this cover page task, please ensure that you select the correct authorizer **(as of June 30, 2026)** or you may not be assigned the correct tasks.

BASIC INFORMATION

a. LEGAL SCHOOL NAME (as chartered)

(Select name from the drop down menu)

SOUTH BUFFALO CHARTER SCHOOL

b. Unofficial or Popular School Name

SBCS

c. CHARTER AUTHORIZER (As of June 30th, 2026)

Please select the correct authorizer as of June 30, 2026 or you may not be assigned the correct tasks.

SUNY BOARD OF TRUSTEES

c. School Unionized

Is your charter school unionized?

Yes

c1. Name of Union

Select the name of the Union representing your school?

United Federation of Teachers

c2. Date Unionized

Nov 1 2008

d. District/CSD of Location

Buffalo City School District

e. Date of Approved Initial Charter

Jan 15 2000

f. Date School First Opened for Instruction

Aug 29 2000

g. Approved School Mission

(Regents, NYCDOE, and Buffalo BOE-authorized schools only)

Mission:

South Buffalo Charter School is a Professional Learning Community. Our focus on learning is driven by research, data, and collaborative reflection to increase student achievement. We are dedicated to creating students that are prepared for the 21st century through an environment that encompasses character education, technology integration, and rigorous academics.

h. Approved Key Design Elements

(Regents, NYCDOE, and Buffalo BOE-authorized schools only)

Key Design Elements:

Key Design Element #1: Collaborative Learning Community (CLC)

Collaborative Learning and Reflection
In order for staff and teachers to work on improving and updating their instructional skills, South Buffalo Charter School will continue to actively endorse the vehicle of collaborative learning and reflection. The implementation of common planning time, before and after school workshops and identified use of professional development days have been successful methods of accessing time for collaboration to occur.

Collaborative learnings are conducted through the use of a survey of staff needs and needs identified by administration, student data analysis and CSI reports. Collaborations have resulted in the formation of an RTI committee, School Improvement Team, Data Analysis Team, and a Student Support Team.

Key Element #1 also directly aligns with Key Element #6: Professional Development. Leadership is implementing monitoring systems to support the learning and reflection especially with Professional Development discussions and implementation in the classrooms.

Research-based Best Practices

The use of effective practices has been a hallmark of South Buffalo Charter School. The use of questioning strategies has been a focus and will continue throughout the charter team. In prior years, teachers have had consistent delivery of instruction which includes an agenda, objectives posted on the board in (I can form), assessment, higher order questioning, differentiated instruction, check for understanding and standards-based instruction are examples of research-based classroom practices in all South Buffalo Charter School classrooms.

The implementation of the Fountas and Pinnell Classroom, Reader's and Writer's Workshop, and Envisions Math, this year, which were built on research-based practices, have proven to be a source of instructional planning and instructional strategies for daily classroom use predominantly in the areas of reading and math. Implementation of the NYS Science Learning, NYS Next Generation Standards, as well as Social Studies framework will be a focus area of learning for the coming year.

Data-Driven Decision Making

Realizing the importance of using data to make decisions, the Data Analysis Team and the School Improvement Team will collaborate on analyzing data and then provide workshops as well as individual assistance and training to teachers that will be led by the Administrative team. These teams will analyze data as well as train staff on analyzing data pertinent to their classroom and for planning purposes. Realizing the many types of data available to SBCS teachers, the team will focus on reviewing of all data accessible to the teachers and is making recommendations for future data use, types of data and their use, how it will be used and implementation of new interim assessments.

Response to Intervention (RTI) model

Aligning with the RTI initiative, South Buffalo Charter School continues to implement the tiers of intervention differentiated for the varying needs of the student population. To target the intervention, multiple formal and informal data sources are utilized. To extend this target even further, the Student Support team meets to review individual students and implements strategies to meet the unique individual needs of each child brought before the team. The plans are monitored and revised as needed.

South Buffalo Charter School dedicates time to align the curriculum year after year. The school has provided professional development to its teachers, which has allowed the teachers to align the curriculum with the implementation of the Reader's and Writer's Workshop, Fountas and Pinnell Classroom, and Envision math program. This includes the creation and implementation of interim assessments aligned with the standards in the areas of reading and math. South Buffalo Charter School does utilize supplemental materials to enhance and differentiate based on the needs of individual learners.

The instructional program will be enhanced through the use of technology. Classrooms may include some or all of the following equipment: Chromebooks, iPads, resident PCs, LCD projectors, document cameras, and a student use computer lab. In addition, mobile labs and printers, and digital cameras are utilized. Technology is an essential element of the ability of staff to meet student needs. Teachers and staff have utilized eDoctrina, Power Teacher, iReady, Lexia, Unified Classroom, Google Classroom, and Envisions. The student information system currently used is PowerSchool. Professional development for all teachers and students has remained ongoing throughout each year in order to enhance staff proficiency.

The South Buffalo Charter School remains committed to a strong focus on integrating character education into the instructional program. Students are taught the basic principles of our core virtues such as; responsibility, respect, citizenship, kindness, courage, tolerance, self-control, honesty, determination, and teamwork. The school has

created a Kindness Crew which allows the students to model the school's core virtues, as well as create a variety of opportunities that integrates the virtues within the school community.

Additionally, the school created the School Improvement Team. With a positive focus, the School Improvement Team (SIT) collaborated to create opportunities where students would observe the values in action. With an instructional focus, a school-wide reading initiative, student celebration, staff appreciation and parent engagement activities continue to be initiated. The School Improvement Team also partners with the building's Parent Teacher Organization (PTO) to encourage a partnership between parents and staff. Posters and signs throughout the school emphasize the core virtues. The Problem-Solving Room (PSR), is used as part of the school wide discipline system, is designed to allow students to reflect on their behavior, and are encouraged to revisit the core virtues through individual problem solving time. South Buffalo Charter School also utilizes the Second Step Program as classroom-based skills training for Character Education.

This key element aligns directly with Key Element #1 of a CLC. Professional Development is systematic as well as differentiated. Realizing how vital Professional Development is to the vitality and success of a school, a professional development calendar was designed with input from a variety data sources (NECSN, staff survey, teacher evaluations, student data resources). Included in the Professional Development is a monitoring system aligned with APPR in order to support sustained growth with each staff member.

Professional Development is integrated into the school day through common planning meetings where teachers receive support from the Administrative team and outside consultants. The summer of 2019 Professional Development schedule and school year 2019-2020 Professional Development schedule is currently in place and will focus on using NYS Standards in the Classroom and using NYS Curriculum Modules, Differentiated Instruction effective classroom instructional strategies and creation of interim assessments in math and reading.

No less than ten dedicated Professional Development and/or Superintendent Conference Days are included in the school calendar. Teachers and staff are also encouraged to attend Professional Development conferences outside school offerings.

Administration participates in the Professional Development with the teachers and has also secured their own Professional Development for the school year.

Continuing with the use of research to drive our work, parent involvement and engagement has proven to enhance student success. South Buffalo Charter School continues to offer the following opportunities to foster the home/school connection:

Steam Night Welcome Picnic

Parent Volunteers Student Support Team

Student Recognition Events Parent Information Nights

Kindergarten Screening Open Board Meetings

Moving-Up Ceremonies Parent Teacher Association

Parent Council Home Connections

Monthly Events Calendar Open House Day and Night

Parent Teacher Conferences SBCS Website

Teacher Web pages Parent Portal- Power School

Facebook Twitter

Teacher & Administrative Correspondence One Call

SBCS continues to acclimate new families to the SBCS community by providing them with tours of the building and parent information about the school.

South Buffalo Charter School as a community is able to enhance its work within the framework of the Key Design Elements. As a strong and viable organization that carries out sound fiscal practices and operates with a balanced budget.

South Buffalo Charter School makes it a priority to reflect and create structures that will provide stability to our organization and keep us relevant in the world of education. Ongoing reflection of the Key Design Elements allows South Buffalo Charter School to provide relevant and quality education to its students.

South Buffalo Charter School exhibits a high degree of parent satisfaction. South Buffalo Charter School prides itself on being accountable to our stakeholders. We are committed to establishing a high degree of responsiveness to parent and community needs. Parent surveys are given annually to confirm this. The positive student retention rate and an annual waiting list also serve as a reflection of the satisfaction of our families. South Buffalo Charter School constantly strives to improve parent/guardian, family, and community engagement.

As the face of South Buffalo Charter School changes, so too does the face of instructional planning and delivery. Through the ongoing professional development, monitoring plans, enhanced use of data to plan instruction, South Buffalo Charter School remains committed to meeting and exceeding state standards with our students. Our mission statement guides our work. Our Key Design Elements provide the framework for our continuing success with students.

i. School Website Address

www.southbuffalocs.org

j. Authorized Charter Enrollment for 2025-2026 School Year

900

k. Actual Enrollment on June 30, 2026, Excluding Pre-K Program Enrollment

863

l. Grades Served

Grades served during the 2025-2026 school year (exclude Pre-K program students):

Responses Selected:

Kindergarten
1
2
3
4
5
6
7
8

m. Charter Management Organization/Educational Management Organization

Do you have a Charter Management Organization?

No

FACILITIES INFORMATION

n. FACILITIES: Owned, rented, or leased **to educate students**

Will the school maintain or operate multiple sites in 2026-2027?

	No, just one site.

School Site 1 (Primary)

n1. SCHOOL SITES

Please provide information on Site 1 for the upcoming school year.

	Physical Address	Phone Number	District/CSD	Grades Served at Site for 2025-2026 School Year (K-5, 6-9, etc.)	Grades to be Served at Site for 2026-2027 school year (K-5, 6-9, etc.)	Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No).
Site 1	154 S. Ogden St. Buffalo, NY 14210	7168267213	Buffalo City School District	K - 8	K-8	No

n1a. Please provide the contact information for Site 1.

	Name	Title	Work Phone	Alternate Phone	Email Address
School Leader	David Ehrle	Superintendent	716-826-7213	716-510-1012	dehrle@southbuffalocs.org
Operational Leader	Christine Petrie	Business Manager	716-826-7213	716-597-7429	cpetrie@southbuffalocs.org
Compliance Contact	David Ehrle	superintendent	716-826-7213	716-510-1012	dehrle@southbuffalocs.org
Complaint Contact	David Thomas	Principal	716-826-7213	716-984-6061	dthomas@southbuffalocs.org
DASA Coordinator	Fred Hahn	Director of Student Engagement	716-826-7213	716-316-5944	fhahn@southbuffalocs.org
Phone Contact for After Hours Emergencies	David Ehrle	Superintendent	716-826-7213	716-510-1012	dehrle@southbuffalocs.org

n1b. Is site 1 in a public space or in a private space?

Public Space

n1c. Is site 1 in a co-located or not in a co-located facility?

Responses Selected:

Not Co-Located

o. List of owned, rented, or leased facilities <u>not used</u> to educate students and the purpose of each.

Separate by semi-colon (;)

none

p1. Total Number of School Calendar Days

180

p2. Total Number of Anticipated Hours of Instruction by Month (Entries are required for all months. Enter a zero for months with no instructional hours.)

July 2026	0
August 2026	0
September 2026	140
October 2026	147
November 2026	112
December 2026	119
January 2027	133
February 2027	98
March 2027	126
April 2027	140
May 2027	140
June 2027	119

CHARTER REVISIONS DURING THE 2025-2026 SCHOOL YEAR

q. Summary of Material and Non-Material Charter Revisions submitted or approved since August 1, 2025, including updates to the school's board of trustees' by-laws, enrollment policy, discipline policy, or complaint policy.

Please note, listing the revisions here does not constitute a request. Schools are advised to seek revision requests through their authorizer directly.

Does the school have any material or non-material revision requests that have been submitted or approved since August 1, 2025?

No

ATTESTATIONS

r. Name/Position of Person Completing/Submitting the 2025-2026 Annual Report. (To type in a phone number with an extension, please use this format: 123-456-7890-3. The dash and number 3 at the end of the phone number refers to the individual's phone extension. Do not type in the work extension or the abbreviation for it - just the dash and the extension number after the phone number).

Name	David Ehrle
Position	Superintendent
Phone/Extension	(No response)
Email	dehrle@southbuffalocs.org

s. Our signatures (Executive Director/School, Leader/Head of School, and Board President) below attest that all of the information contained herein is truthful and accurate and that this charter school is in compliance with all aspects of its charter, and with all pertinent Federal, State, and local laws, regulations, and rules. We understand that if any information in any part of this report is found to have been deliberately misrepresented, this will constitute grounds for the revocation of our charter.

Click **YES** to agree and then use the mouse on your PC or the stylus on your mobile device to sign your name).

Responses Selected:

Yes

As outlined in ENTRY 7 (Employee Fingerprint Requirements Attestation):

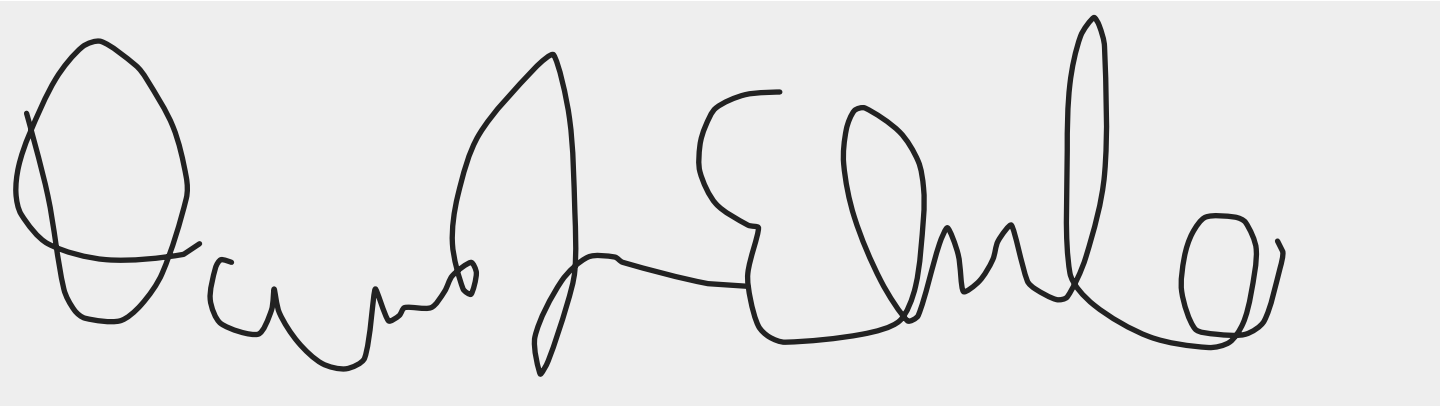
Our E-Signatures (not digital signatures) (Executive Director/School Leader/Head of School and Board President) below attest that our school has reviewed, understands and will comply with the employee clearance and fingerprint requirements as outlined in Entry 7 and found in the NYSED CSO Fingerprint Clearance Oct 2019 Memo. Click **YES** to agree.

Responses Selected:

Yes

Signature, Head of Charter School

(If you are not signing the application now, please click "Clear" on both signature fields before saving this task or else the system will return an error.)



Signature, President of the Board of Trustees

(If you are not signing the application now, please click "Clear" on both signature fields before saving this task or else the system will return an error.)

No signature provided.

Date

(No response)

Thank you. 

Entry 2 – Links to Critical Documents on School Website

In Progress - Last edited: Jul 28 2026

Instructions

Required of ALL Charter Schools - Note that SUNY-authorized charter schools are not required to submit item 4: Authorizer-approved Dignity for All Students Act (DASA) policy and Authorizer-approved School Discipline Policy.

By law, each charter school is required to maintain certain notices and policies listed on its website. All documents must be readily found on the school's website and publicly accessible. Please insert a link to the page on the school's website where each document can be accessed. **DO NOT provide a direct link to a Google document or PDF.**

1. Current Annual Report (i.e., 2025-2026 Annual Report);[1] Please note: schools are responsible for redacting their own annual reports for posting.
2. All Board of Trustees documents, including calendar, meeting notices, agendas, and board meeting minutes;
3. New York State School Report Card - This report captures school-level enrollment and demographic information, staff qualifications, electronic student records, and attendance rates, as prescribed by New York State law.[2] Even if there is no school data yet reported, a direct web link to the most recent New York State School Report Card for the charter school must be provided;
4. Authorizer-approved DASA Policy and Authorizer-approved School Discipline Policy **(For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY)**;
5. District-wide safety plan, not a building-level safety plan (as per the 2024 Emergency Response Plan Memo – Charter Schools Only);
6. Authorizer-approved FOIL Policy; and
7. Subject matter list of FOIL records.

[1] **Each charter school is required to make the Annual Report publicly available by August 1 and to post it on their respective charter school website**. Each school should post an updated and complete version to include accountability data and financial statements that are not or may not be available until after the August deadline (i.e., repost when financials have been submitted in November.)

[2] School Report Card data is included in the reporting requirements for New York charter schools in 8 NYCRR 119.3.

Entry 2 – Links to Critical Documents on School Website

School Name: South Buffalo Charter School

Required of ALL Charter Schools - Note that SUNY-authorized charter schools are not required to submit item 4: Authorizer-approved Dignity for All Students Act (DASA) policy and Authorizer-Approved School Discipline Policy.

By law, each charter school is required to maintain certain notices and policies listed on its website. Please insert the link to the page on the school's website where each document can be accessed.

	Link to Documents
1. Current Annual Report (i.e., 2025-2026 Annual Report)	
2. Board meeting notices, agendas, and documents, including board meeting minutes	https://www.southbuffalocs.org/administration/sbcs-board
3. New York State School Report Card. This report captures school-level enrollment and demographic information, staff qualifications, electronic student records, and attendance rates, as prescribed by New York State law. Even if there is no school data yet reported, a direct web link to the most recent New York State School Report Card for the charter school must be provided.	https://data.nysed.gov/profile.php?instid=800000034163
4a. Authorizer-approved DASA Policy (For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY)	
4b. Authorizer-approved School Discipline Policy (For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY)	
5. District-wide safety plan, not a building level safety plan (as per the 2024 Emergency Response Plan Memo)	https://resources.finalsite.net/images/v1761931971/southbuffalocsorg/znqwdv7el37lr5ku9uqp/SBCSDistrictSafetyPlan2025-2026.pdf
6. Authorizer-approved FOIL Policy	https://resources.finalsite.net/images/v1761934085/southbuffalocsorg/sfoqewltfxtgaf2c7ump/FOIL_Request_South_Buffalo_Charter_School.pdf
7. Subject matter list of FOIL records (e.g., see NYSED Subject Matter List)	https://resources.finalsite.net/images/v1761934085/southbuffalocsorg/sfoqewltfxtgaf2c7ump/FOIL_Request_South_Buffalo_Charter_School.pdf

It is the school's responsibility to ensure that if a policy appears in more than one place on the website, including as part of the family handbook, that the policy versions are consistent and up to date.

Responses Selected:

Yes, the website has been reviewed to ensure that policies are consistent and up to date.

Thank you. 

Entry 3 – Board of Trustees Membership Table

Completed - Jul 27 2026

Instructions

Required of ALL Charter Schools

ALL charter schools or education corporations governing multiple schools must complete the Board of Trustees Membership Table within the portal. Please be sure to include and identify parents who are members of the Board of Trustees and indicate whether parents are voting or non-voting members.

Entry 3 – Board of Trustees Membership Table

1. **SUNY-AUTHORIZED** charter schools are required to provide information for VOTING trustees only.
2. **REGENTS, NYCDOE**, and **BUFFALO BOE-AUTHORIZED** charter schools are required to provide information for all VOTING and NON-VOTING trustees.

1. **SUNY-AUTHORIZED** charter schools are required to provide information for VOTING trustees only.
2. **REGENTS, NYCDOE**, and **BUFFALO BOE-AUTHORIZED** charter schools are required to provide information for all VOTING and NON-VOTING trustees.

Authorizer:

Who is the authorizer of your charter school?

SUNY

1. 2025-2026 Board Member Information (Enter information for each Board of Trustees member).

	Voting Trustee Name	Trustee Email Address	Position on the Board	Committee Affiliation(s)	Voting Member Per By-Laws (Y/N)	Number of Completed Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2025-2026
1	Chris Schafer	cjschaf@yahoo.com	Chair	Finance Facility Executive	Yes	5	07/11/2025	07/11/2028	12
2	Anne Marie Tryjankowski	amtryj@gmail.com	Vice Chair	HR Executive Academic	Yes	7	07/11/2024	06/30/2027	12
3	Kathy Linhart	klinhart@ellicottdevelopment.com	Secretary	HR Facility Finance	Yes	8	07/11/2024	06/30/2027	9
4	Jennifer Mack	mackwheaton@gmail.com	Parent Rep	HR Academic	Yes	11	09/09/2025	09/09/2026	11
5	Matt Szalkowski	mszalkowski@gmail.com	Treasurer	Finance Facility	Yes	1	07/14/2025	07/11/2028	7
6	Carine Merritt	carinepatterson@yahoo.com	Parent Rep	Academic	Yes	1	04/14/2026	04/14/2027	9
7									
8									
9									

1a. Are there more than 9 members of the Board of Trustees?

No

2. Number of board meetings conducted in 2025-2026

12

3. Number of board meetings scheduled for the 2026-2027 school year

12

4. INFORMATION ABOUT MEMBERS OF THE BOARD OF TRUSTEES

- SUNY-AUTHORIZED charter schools provide responses relative to VOTING Trustees only.
- REGENTS, NYCDOE, and BUFFALO BOE-AUTHORIZED charter schools provide a responses relative to all trustees.

a. Total number of Voting Members on June 30, 2026	6
b. Total number of Voting Members added during the 2025-2026 school year	0
c. Total number of Voting Members who left the board during 2025-2026 school year	0
d. Maximum number of Voting Members in 2025-2026, as set by the board in by-laws, resolution, or minutes	7
e. Board members attending 8 or fewer meetings during 2025-2026	1

Thank you.

Entry 4 – Board of Trustees Disclosure of Financial Interest Form

Completed - Jul 27 2026

Instructions

Required of ALL Charter Schools

Each member of the charter school's Board of Trustees who served on a charter school education corporation governing one or more charter schools for any period during the 2025-2026 school year must complete and sign the most up-to-date version of the Trustee Disclosure of Financial Interest Form **no later than 11:59 PM on August 3, 2026**. Acceptable signature formats include:

- Digitally certified PDF signature (i.e., DocuSign)
- Manual signature (1. download to print, 2. manually sign, 3. scan signed document to PDF, and 4. upload into portal)

All completed forms must be collected and uploaded in PDF format for each individual member. **The education corporation is responsible for ensuring that each member who served on the board during the 2025-2026 school year completes the form.**

Trustees serving an education corporation that governs more than one school are not required to complete a separate disclosure for each school governed by the education corporation. In the Trustee Disclosure of Financial Interest Form, trustees must disclose information relevant to any of the schools served by the governing education corporation.

board disclosure 8

Filename: board disclosure 8.pdf **Size:** 16.1 MB

Entry 5 – Board Meeting Minutes

Completed - Jul 28 2026

Instructions

Required of Regents, NYCDOE, and Buffalo BOE-Authorized Schools ONLY

Schools must upload a complete set of final monthly board meeting minutes (July 2025-June 2026), which should match the number of meetings held during the 2025-2026 school year, as indicated in Entry 3. The minutes provided must be the final version approved by the school's Board of Trustees AND must be posted on the school's website. Board meeting minutes may be uploaded individually or as one single combined file. Board meeting minutes must be submitted **no later than 11:59 PM on August 3, 2026**.

board minutes 20252026

Filename: board minutes 20252026.pdf **Size:** 7.7 MB

Entry 6 – Enrollment & Retention of Special Populations

Completed - Jul 28 2026

Instructions

Required of ALL Charter Schools

Describe the good faith efforts the charter school has made in 2025-2026 toward meeting targets to attract and retain the enrollment of students with disabilities (SWD), English language learners (ELL), and students who are economically disadvantaged (ED). In addition, describe the school's plans for meeting or making progress toward meeting its enrollment and retention targets in 2026-2027.

Entry 6 – Enrollment and Retention of Special Populations

Good Faith Efforts to Meet Recruitment Targets

	Describe Recruitment Efforts in 2025-2026	Describe Recruitment Plans for 2026-2027
Students with Disabilities	SBCS allows for a 2:1 ratio at the annual lottery for SWD. A family would just have to check that their child has an IEP. SBCS attended tabling events with the NYS Charter School Association. At these events we were able to speak with family and inform them of our recruitment efforts. SBCS advertised for all students at the Walden Galleria Mall indoor billboards for a period of four months. To go with that we did tabling events for Santa Claus, Easter Bunny, Tikes Tuesdays, and 6 other events.	SBCS will allow for a 2:1 ratio at the annual lottery for SWD. A family would just have to check that their child has an IEP. SBCS will attend tabling events with the NYS Charter School Association. At these events we will speak to families and inform them of our recruitment efforts as well as advertise. SBCS will advertise for all students at the Walden Galleria Mall indoor billboards for a period of four months. To go with that we will do tabling events for Santa Claus. SBCS will have a total of 8 Bill Boards advertising for all students during a period of four months. SBCS will hold an Open House for new students during the month of February. SBCS will enter into agreement with WGRZ news website and television ads for a four months period, advertising to all students. SBCS will engage in a two month advertisement with digital marketing to all students.
English Language Learners	SBCS has a total of 14 Bill Boards advertising for all students during a period of four months. SBCS held an Open House for new students during the month of	SBCS will allow for a 2:1 ratio at the annual lottery for ELL Learners. A family would just have to check that their child has a second language. SBCS will attend tabling events with

	February. SBCS entered into agreement with WGRZ news website and television ads for a four months period, advertising to all students. SBCS also engaged in a two month advertisement with digital marketing to all students. SBCS will allow for a 2:1 ratio at the annual lottery for SWD. A family would just have to check that their child has an IEP. SBCS will attend tabling events with the NYS Charter School Association. At these events we will speak to families and inform them of our recruitment efforts as well as advertise. SBCS will advertise for all students at the Walden Galleria Mall indoor billboards for a period of four months. To go with that we will do tabling events for Santa Claus. SBCS will have a total of 8 Bill Boards advertising for all students during a period of four months. SBCS will hold an Open House for new students during the month of February. SBCS will enter into agreement with WGRZ news website and television ads for a four months period, advertising to all students. SBCS will engage in a two month advertisement with digital marketing to all students. English Language Learners SBCS allows for a 2:1 ratio at the annual lottery for ELL Learners. A family	the NYS Charter School Association. At these events we will speak to with families and inform them of our recruitment efforts. SBCS will advertise for all students at the Walden Galleria Mall indoor billboards for a period of four months. To go with that we will do tabling events for Santa Claus. SBCS will have a total of 8 Bill Boards advertising for all students during a period of four months. SBCS will hold an Open House for new students during the month of February. SBCS will enter into agreement with WGRZ news website and television ads for a four months period, advertising to all students. SBCS will engage in a two month advertisement with digital marketing to all students.

	would just have to check that their child has an IEP. SBCS attended tabling events with the NYS Charter School Association. At these events we were able to speak with family and inform them of our recruitment efforts. SBCS advertised for all students at the Walden Galleria Mall indoor billboards for a period of four months. To go with that we did tabling events for Santa Claus, Easter Bunny, Tikes Tuesdays, and 6 other events.	
Economically Disadvantaged	SBCS has a total of 14 Bill Boards advertising for all students during a period of four months. SBCS held an Open House for new students during the month of February. SBCS entered into agreement with WGRZ news website and television ads for a four months period, advertising to all students. SBCS also engaged in a two month advertisement with digital marketing to all students. SBCS will allow for a 2:1 ratio at the annual lottery for ELL Learners. A family would just have to check that their child has a second language. SBCS will attend tabling events with the NYS Charter School Association. At these events we will speak to with families and inform them of our recruitment efforts. SBCS will advertise for all students at the Walden Galleria Mall indoor	SBCS will attend tabling events with the NYS Charter School Association. At these events we will speak to families and inform them of our recruitment efforts. SBCS will advertise for all students at the Walden Galleria Mall indoor billboards for a period of four months. To go with that we will do a tabling event for Santa Claus. SBCS will have a total of 8 Bill Boards advertising for all students during a period of four months. SBCS will hold an Open House for new students during the month of February. SBCS will enter into an agreement with WGRZ news website and television ads for a four months period, advertising to all students. SBCS also will engage in a two month advertisement with digital marketing to all students

	billboards for a period of four months. To go with that we will do tabling events for Santa Claus. SBCS will have a total of 8 Bill Boards advertising for all students during a period of four months. SBCS will hold an Open House for new students during the month of February. SBCS will enter into agreement with WGRZ news website and television ads for a four months period, advertising to all students. SBCS will engage in a two month advertisement with digital marketing to all students. Economically Disadvantaged SBCS attended tabling events with the NYS Charter School Association. At these events we were able to speak with family and inform them of our recruitment efforts. SBCS advertised for all students at the Walden Galleria Mall indoor billboards for a period of four months. To go with that we did tabling events for Santa Claus, Easter Bunny, Tikes Tuesdays, and 6 other events.	

Good Faith Efforts To Meet Retention Targets

	Describe Retention Efforts in 2025-2026	Describe Retention Plans for 2026-2027
Students with Disabilities	SWD at SBCS have a dedicated full-time Special Education and Related Services Coordinator. In his role he is able to work with families of this population only. He is separate from administration and is a wealth of knowledge to give assistance. SBCS works tirelessly to make sure all families are in attendance at all required meetings. SBCS has paid for rides, rescheduled meetings, held them virtually and over the phone. All SWD have schedules that allow for extended time with a Special Education teacher. All grade levels have a dedicated Special Education Teacher. SBCS has developed a rapport with all of the districts students come from in order to get the best results at any IEP reevaluation or new IEP. SBCS holds many trainings each year to assist general education and special education teachers understand their students better.	SWD at SBCS will have a dedicated full-time Special Education and Related Services Coordinator. In his role he is able to work with families of this population only. He is separate from administration and is a wealth of knowledge to give assistance. SBCS will work tirelessly to make sure all families are in attendance at all required meetings. SBCS will pay for rides, rescheduled meetings, hold them virtually and over the phone. All SWD will have schedules that allow for extended time with a Special Education teacher. All grade levels will have a dedicated Special Education Teacher. SBCS will continue to develop a rapport with all of the districts students come from in order to get the best results at any IEP reevaluation or new IEP. SBCS will hold many trainings each year to assist general education and special education teachers understand their students better.
English Language Learners	SBCS traditionally has about 20 students in this classification. SBCS dedicated one fulltime teacher to them who develops a rapport with them and their families. She trains general education teachers and makes sure classroom set-ups benefit ELL students. She monitors progress and reports on it to families and staff.	SBCS traditionally has about 20 students in this classification. SBCS will dedicate one fulltime teacher to them who develops a rapport with them and their families. She will train general education teachers and make sure classroom set-ups benefit ELL students. She will monitor progress and report on it to families and staff.
Economically Disadvantaged	SBCS traditionally has approximately 80% of its student	SBCS traditionally has approximately 80% of its student

	population in this category. SBCS employs 2 Counselors and 2 Social Workers. SBCS also worked with ABLE for 2 staff members. SBCS provides free breakfast and free lunch to all students. SBCS employed 18 intervention teachers. SBCS employs a Family Engagement and Community Outreach Coordinator. SBCS worked with Gateway Longview to do home visits. SBCS has worked with appliance stores and clothing stores to assist families and does a used clothing sale twice a year to assist families. Much of the SBCS Title Monies are spent on categories to assist this population.	population in this category. SBCS will employ 2 Counselors and 2 Social Workers. SBCS will work with ABLE for 2 staff members. SBCS will provide free breakfast and free lunch to all students. SBCS will employ 15 intervention teachers. SBCS employs a Family Engagement and Community Outreach Coordinator. SBCS will work with Gateway Longview to do home visits. SBCS will work with appliance stores and clothing stores to assist families and will do a used clothing sale twice this year to assist families. Much of the SBCS Title Monies will be spent on categories to assist this population.

Entry 7 – Employee Fingerprint Requirements Attestation

Completed - Jul 27 2026

Instructions

Required of ALL Charter Schools

Review and complete the Employee Fingerprint Requirements Attestation.

Entry 7 – Employee Fingerprint Requirements Attestation

A. TEACH System – Employee Clearance

Required of ALL Charter Schools

Charter schools MUST ensure that all prospective employees[1] receive clearance through the NYSED Office of School Personnel Review and Accountability (OSPRA) prior to making an offer of employment. **This includes paraprofessionals and other school personnel who are provided or assigned by the district of location, or related/contracted service providers**. After an employee has been cleared, schools are required to maintain proof of such clearance in the file of each employee.

Please note that all schools should maintain an electronic or hard copy of the clearance certification pulled from TEACH and dated **PRIOR** to the employee's start date. Clearance certifications pulled from TEACH at a later date will show that the staff member was cleared as of that date and may result in a finding of clearance violations against the school.

[1] Employees who must be cleared include, but are not limited to, teachers, administrative staff, janitors, security personnel and cafeteria workers, and other staff who are present when children are in the school building. **This includes paraprofessionals and other school personnel that are provided or assigned by the district of location, as well as related/contracted service providers**. See NYSED memorandum dated October 1, 2019 at NYSED CSO Employee Clearance and Fingerprint Memo or visit the NYSED website at Who Must Be Fingerprinted Charts for more information regarding who must be fingerprinted. Also see, 8 NYCRR §87.2.

B. Emergency Conditional Clearances

Charter schools are **strongly discouraged** from using the emergency conditional clearance provisions for prospective employees. This is because the school must request clearance through NYSED TEACH, and the school's emergency conditional clearance of the employee terminates **automatically** once the school receives notification from NYSED regarding the clearance request. Status notification is provided for all prospective employees through the NYSED TEACH portal within 48 hours after the clearance request is submitted. Therefore, at most, a school's emergency conditional clearance will be valid for only 48 hours after approval by the board.

Schools are not permitted to renew or in any way re-establish a prospective employee's emergency conditional clearance after status notification is sent by NYSED through the TEACH portal.

Schools are asked to attest that they have reviewed and understand these requirements. More information can be found in the memo at NYSED CSO Employee Clearance and Fingerprint Memo.

Attestation

Responses Selected:

I hereby attest that the school has reviewed, understands, and will comply with these requirements.

Entry 8 – Organization Chart

Completed - Jul 28 2026

Instructions

Required of Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY

Upload the school's currently approved **2025-2026 Organization Chart.** The organization chart should be a graphic representation (a list will not be accepted) and should include position titles and reporting (hierarchical) relationships. Employee names should **not** appear on the chart.

SBCS Organization Chart 2026

Filename: SBCS Organization Chart 2026.pdf **Size:** 42.7 kB

Entry 9 – School Calendars

Completed - Jul 28 2026

Instructions

Required of ALL Charter Schools

Charter schools must upload final **2025-2026 and 2026-2027** calendars into the portal **no later than 11:59 PM on August 3, 2026**. The calendars must be separate files.

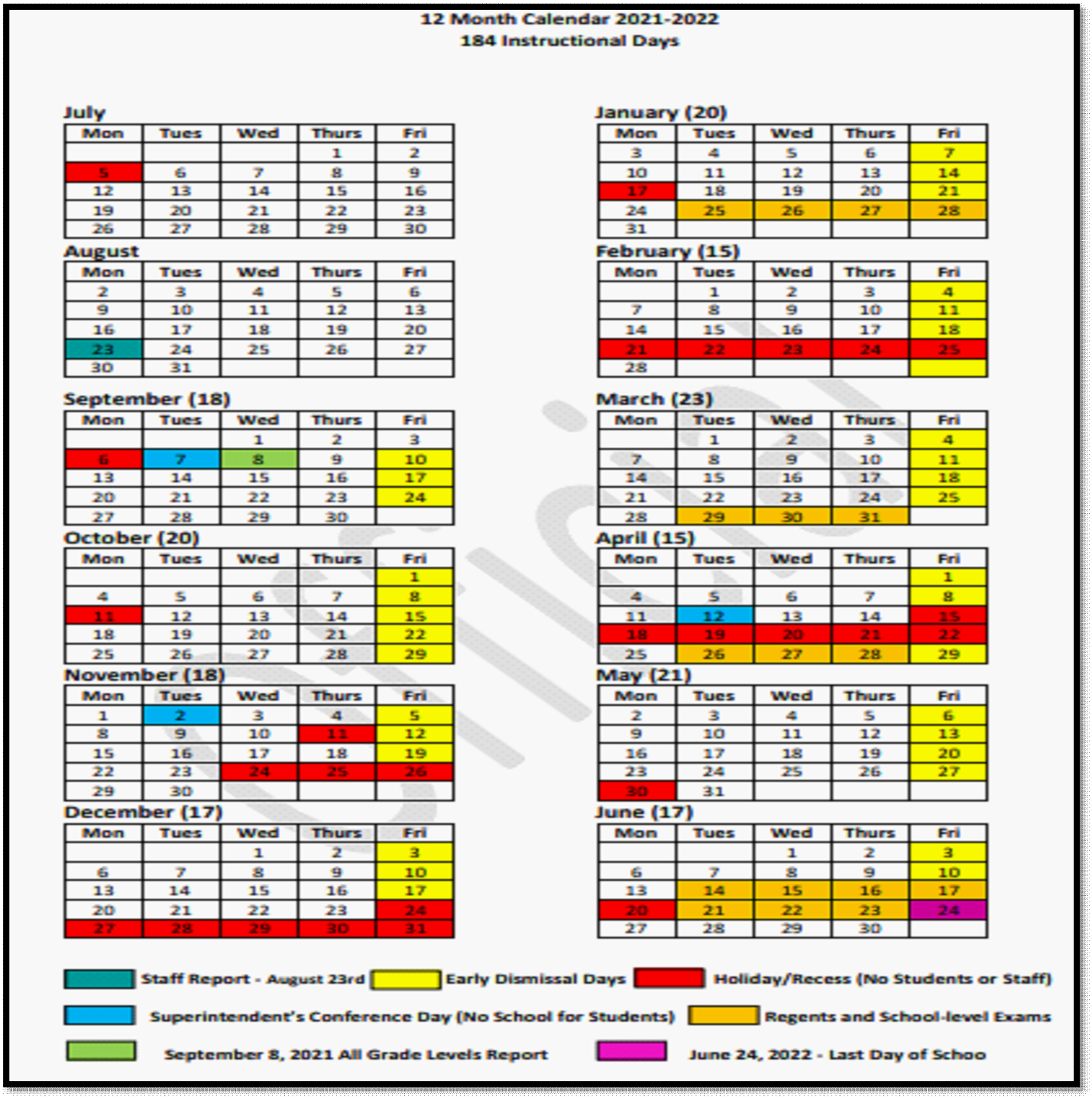
School calendars must meet the minimum instructional requirements as required of other public schools "… *unless the school's charter requires more instructional time than is required under the regulations."*

Board of Regents-authorized charter schools are also required to submit **school calendars that clearly indicate the start and end date of the instructional year AND the number of instructional hours and/or instructional days for each month**. **Schools must use a calendar format and ensure there is a monthly tally of instructional days**.

Charter schools serving elementary and secondary levels may submit one combined calendar showing instructional hours and days for all building levels OR separate calendars uploaded as one PDF. *Note that school calendars will also provide evidence of alignment for schools with extended days/years referenced in their mission statements or key design elements.*

See below for an example of a calendar showing the requested information.

Sample Calendar:



12 Month Calendar 2021-2022
184 Instructional Days

July

Mon	Tues	Wed	Thurs	Fri
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

August

Mon	Tues	Wed	Thurs	Fri
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

September (18)

Mon	Tues	Wed	Thurs	Fri
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

October (20)

Mon	Tues	Wed	Thurs	Fri
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

November (18)

Mon	Tues	Wed	Thurs	Fri
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

December (17)

Mon	Tues	Wed	Thurs	Fri
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

January (20)

Mon	Tues	Wed	Thurs	Fri
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

February (15)

Mon	Tues	Wed	Thurs	Fri
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28				

March (23)

Mon	Tues	Wed	Thurs	Fri
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

April (15)

Mon	Tues	Wed	Thurs	Fri
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

May (21)

Mon	Tues	Wed	Thurs	Fri
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

June (17)

Mon	Tues	Wed	Thurs	Fri
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

Staff Report - August 23rd
Early Dismissal Days
Holiday/Recess (No Students or Staff)
Superintendent's Conference Day (No School for Students)
Regents and School-level Exams
September 8, 2021 All Grade Levels Report
June 24, 2022 - Last Day of Schoo

calendar 2627

Filename: calendar 2627.pdf **Size:** 45.7 kB

25

Filename: 25.pdf **Size:** 39.5 kB

Entry 10 – Faculty/Staff Roster Template

Incomplete

INSTRUCTIONS

Required of Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY

Please click on the MS Excel Faculty/Staff Roster Template and provide the following information for **all** instructional and non-instructional employees, which should include all faculty and staff employed by the school at any point during the 2025-2026 school year.

Use of the 2025-2026 Annual Report Faculty/Staff Roster Template is required. With the exception of the optional Notes section, completion of each of the data elements is required. When provided, use of the drop-down list options is also required**.** Failure to adhere to the guidelines and validations in the Faculty/Staff Roster Template will result in the need for resubmission of a fully corrected roster.

Reminders: (1) Verify that the correct TEACH ID is entered in the roster. Incorrect data entry may result in findings of non-compliance for the school in the areas of teacher certification and clearance. (2) Use the Notes section to add any additional information deemed necessary, such as a name change that may impact verification of certification. (3) Ensure that staff roles (i.e., teacher, school leader, etc.) are accurately identified.

See below for a complete list of data elements in the roster template and an explanation of what information is required to correctly complete this task.

Roster Data Elements	Explanations
Authorizer **NOTE: MUST BE DONE FIRST**	**Select** your school's authorizer from the **drop-down list first**, before completing the roster.
School Name and Institution ID	**Select** your school's name from the **drop-down list**.
Faculty/Staff First Name	Enter the **first name** of the Faculty/Staff person.
Faculty/Staff Last Name	Enter the **last name** of the Faculty/Staff person.
TEACH ID	Enter the **7-digit TEACH ID** for the Faculty/Staff person; **verify the TEACH ID is correctly entered**.
Role at the School / Network	**Select** the best choice of role of the Faculty/Staff person from the **drop-down list**.
Total Years Experience in this Role	Enter **the number of years** of experience the Faculty/Staff person has **in the role selected**.
CPR/AED Certification Status	**Select** the appropriate choice from the **drop-down list**.
Building ID	Enter **the site number (e.g., Site 1, Site 2, etc.)** as completed in the School Information and Cover Page **Entry 1 (n) – Facilities Information** section.
Hire Date at the School / Network	Enter **the date** that the Faculty/Staff person was **hired at the school/network**.
Start Date at the School / Network	Enter **the date** that the Faculty/Staff person actually **began employment at this school/network**.
Date Employee Separated from Service (if applicable)	Enter **the date** that the Faculty/Staff person **separated from service at the school/network**.
Certification Status / Out-of-Certification Justification	**Select** the appropriate choice from the **drop-down list**.
FOR TEACHERS ONLY: Choose Subject Taught	**Select** the appropriate choice from the **drop-down list**.
FOR TEACHERS ONLY: Specify Subject or Grade Band, if NOT Math, Science, Career Technical Education, Technology, or Computer Science	**Select** the appropriate choice from the **drop-down list**.
Notes	Optional

Entry 11 – Progress Toward Goals (SUNY-Authorized Charter Schools ONLY)

Incomplete

Instructions

SUNY-Authorized Charter Schools ONLY - Complete Template and Upload to Epicenter

SUNY-authorized charter schools must download an Accountability Plan Progress Report template at Accountability Plan Progress Report. Schools serving high school grades must also submit an accompanying High School Data Submission spreadsheet. After completing, SUNY-authorized charter schools must upload the document into the Annual Report Portal **and** into the SUNY Epicenter document management system **no later than 11:59 PM on September 15, 2026**.

PLEASE NOTE: This is a required task for SUNY-authorized charter schools. It is marked optional for administrative purposes only.

Entry 11 – Progress Toward Goals (Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY

Incomplete

Instructions

Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY

Board of Regents, NYCDOE, and Buffalo BOE-authorized schools must report all Progress Toward Charter Goals as per their currently approved charters **no later than 11:59 PM on November 3, 2026**.

Schools must complete the "Goals" tables as provided in the tables below **OR** upload the most current action plan that includes progress made during the 2025-2026 school year toward achieving or maintaining a “Meets” rating on the 10 Performance Framework benchmarks.

PLEASE NOTE: This is a required task for Regents, NYCDOE, and Buffalo BOE-authorized charter schools. It is marked optional for administrative purposes only.

Entry 11 – Progress Toward Goals

PROGRESS TOWARD CHARTER GOALS

Board of Regents, NYCDOE, and Buffalo BOE-authorized schools may complete the "Goals" tables as provided in the portal OR upload the most current action plan that includes progress made during the 2025-2026 school year toward achieving or maintaining a “Meets” rating on the 10 Performance Framework benchmarks.

Please select the method by which you will provide your school's information:

No Responses Selected

PROGRESS TOWARD CHARTER GOALS

Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY

Complete the tables provided. List each goal and measure as contained in the school's currently approved charter and indicate whether the school has met or not met the goal. Please provide information for all goals no later than November 3, 2025.

1. ACADEMIC STUDENT PERFORMANCE GOALS

Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY

The following tables reflect formatting in the online portal required for Board of Regents, NYCDOE, and Buffalo BOE-authorized charter schools only. These charter schools should report all Progress Toward Charter Goals as per their currently approved charters no later than **November 3, 2025.**

2. ORGANIZATION GOALS

2025-2026 Progress Toward Attainment of Organization Goals

	Organizational Goal	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Org Goal 1				
Org Goal 2				
Org Goal 3				
Org Goal 4				
Org Goal 5				
Org Goal 6				
Org Goal 7				
Org Goal 8				
Org Goal 9				
Org Goal 10				
Org Goal 11				
Org Goal 12				
Org Goal 13				
Org Goal 14				
Org Goal 15				
Org Goal 16				
Org Goal 17				
Org Goal 18				
Org Goal 19				
Org Goal 20				

5. Do have more organizational goals to add?

(No response)

3. FINANCIAL GOALS

2025-2026 Progress Toward Attainment of Financial Goals

	Financial Goals	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Partially Met	If not met, describe efforts the school will take to meet goal.
Financial Goal 1				
Financial Goal 2				
Financial Goal 3				
Financial Goal 4				
Financial Goal 5				

Thank you.

Entry 12 – Audited Financial Statements

Incomplete

Required of ALL Charter Schools

ALL charter schools must upload the financial statements and related documents in PDF format into the portal **no later than 11:59 PM on November 2, 2026.** The statements, the independent auditor's report, any advisory and/or management letter, and the internal controls report must be combined into a PDF file with security features such as password protection removed.

ALL SUNY-authorized charter schools must also submit the documents to the SUNY Compass system **no later than 11:59 PM on November 2, 2026**. **SUNY-authorized charter schools** are asked to ensure that security features such as password protection are turned off.

PLEASE NOTE: This task appears as optional until August 3, 2026. Thereafter, it will be identified as a required task due on November 2, 2026.

Entry 12a – Audited Financial Report Template (BOR)

Incomplete

Regents-Authorized Charter Schools ONLY

Regents-authorized schools must download the Excel spreadsheet entitled "Audited Financial Report Template" from the portal or the Annual Reports webpage and complete it using the audited financial statements. Upload the completed file **no later than 11:59 PM on November 2, 2026.**

Do not add rows or columns to the template in order to match the format of the financial statements. Use only the existing fields and combine any additional entries into the “other” fields throughout the template. For education corporations operating more than one school, complete one template at the education corporation level and submit the same template for each of the schools operated by the education corporation.

PLEASE NOTE: This task appears as optional until August 3, 2026. Thereafter, it will be identified as a required task due on November 2, 2026.

Entry 12b – Additional Financial Documents

Incomplete

Regents, NYCDOE, and Buffalo BOE-authorized schools must upload financial documents and submit **no later than 11:59 PM on November 2, 2026**. The items listed below should be uploaded with an explanation added if an item is not applicable or not available (e.g., a “Federal Single Audit was not required because the school did not expend federal funds of more than the $750,000 Threshold.”)

1. Advisory and/or Management Letter
2. Federal Single Audit
3. Agreed-Upon Procedure Report
4. Evidence of Required Escrow Account for Each School
5. Corrective Action Plan for Audit Findings and Management Letter Recommendations

PLEASE NOTE: This task appears as an optional task until August 3, 2026. After this date, the task will be identified as a required task due on November 2, 2026.

Entry 12c – Financial Contact Information

In Progress - Last edited: Jul 28 2026

Regents, NYCDOE, and Buffalo BOE-authorized schools should enter financial contact information directly into the form within the portal **no later than 11:59 PM on November 2, 2026**.

PLEASE NOTE: This task appears as an optional task until August 3, 2026. After this date, the task will be identified as a required task due on November 2, 2026.

Form for "Financial Contact Information"

1. School Based Fiscal Contact Information

	School Based Fiscal Contact Name	School Based Fiscal Contact Email	School Based Fiscal Contact Phone
	Christine Petrie	cpetrie@southbuffalocs.org	716-826-7213

2. Audit Firm Contact Information

	School Audit Contact Name	School Audit Contact Email	School Audit Contact Phone	Years Working With This Audit Firm

3. If applicable, please provide contact information for the school's outsourced financial services firm.

	Firm Name	Contact Person	Mailing Address	Email	Phone	Years With Firm

Entry 13 – Fiscal Year 2026-2027 Budget

Incomplete

Regents, NYCDOE, and Buffalo BOE-authorized charter schools are required to download the budget template from the portal or the Annual Reports webpage and complete it. Upload the completed template **no later than 11:59 PM on November 2, 2026**. The Assumptions column should be completed for all revenue and expense items unless the item is self-explanatory.

PLEASE NOTE: This task appears as optional until August 3, 2026. Thereafter, it will be identified as a required task due on November 2, 2026.

Optional Additional Documents to Upload (BOR)

Incomplete

Disclosure of Financial Interest by a Current or Former Trustee

Trustee Name:

KATHLEEN LINHARDT

Name of Charter School Education Corporation:

SOUTH BUFFALO CHARTER SCHOOL

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

SECRETARY / BOARD MEMBER

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

☐ **Yes** ☒ **No**

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

☐ **Yes** ☒ **No**

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

☐ **Yes** ☒ **No**

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

☐ **Yes** ☒ **No**

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

☒ **None**

Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, check **None**.

☒ **None**

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

This document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. The personal contact information provided below will be redacted.

Business Telephone:

(716) 852-8222

Business Address:

295 MAIN ST, SUITE 700, BUFFALO, NY 14203

E-mail Address:

klinhardt@ellicottdevelopment.com

Home Telephone:

(716) 228-6615

Home Address:

121 TUSCARORA RD, BUFFALO, NY 14220

Kathleen Klinhardt 6/9/2026

Signature **Date**

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

last revised 04/2022

Disclosure of Financial Interest by a Current or Former Trustee

Trustee Name: Jennifer Mach

Name of Charter School Education Corporation: South Buffalo Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

PTO representative
HR committee
Academic committee

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

☐ **Yes** ☒ **No**

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

☒ **Yes** ☐ **No**

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

My daughter attends the school. She does not benefit from my position on the Board

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

☐ Yes ☒ No

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

☑ None

Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, check **None**.

☑ **None**

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

This document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. The personal contact information provided below will be redacted.

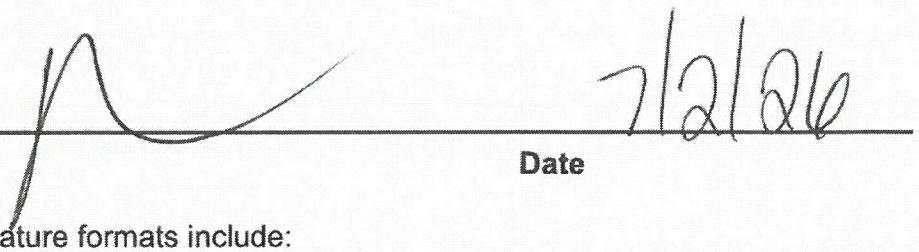
Business Telephone:
716 826 7213

Business Address:
154 S Ogden St Buffalo NY 14210

E-mail Address:
tiger3j@hotmail.com.

Home Telephone:
716 474 6405

Home Address:
416 Elkhart St. Lackawanna NY 14218



Signature **Date** 7/2/26

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

last revised 04/2022

Disclosure of Financial Interest by a Current or Former Trustee

Trustee Name:

Carine Merritt

Name of Charter School Education Corporation:

South Buffalo Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

   Parent Representative

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

   ☐ **Yes** ☐ **No**

   If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

   No

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

   ☐ **Yes** ☐ **No**

   If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

   Yes. I am the mother of Christopher and Jacob Merritt.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

☐ **Yes** ☐ **No**

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

No

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

☐ **Yes** ☐ **No**

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

No

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

☐ **None**

Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
None			

7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, check **None**.

☐ **None**

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
None				

This document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. The personal contact information provided below will be redacted.

Business Telephone:

7165363370

Business Address:

33 Randolph Ave

E-mail Address:

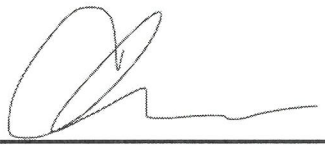
carinepatterson87@yahoo.com

Home Telephone:

7165363370

Home Address:

33 Randolph Ave



6/18/2026

Signature **Date**

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

last revised 04/2022

Disclosure of Financial Interest by a Current or Former Trustee

Trustee Name:

Christopher Schafer

Name of Charter School Education Corporation:

South Buffalo Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

   Board Chair

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

   ☑ **Yes** ☐ **No**

   If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

   My spouse works in the office/health office as a clerk.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

   ☐ **Yes** ☑ **No**

   If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

☐ **Yes** ☑ **No**

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

☐ **Yes** ☑ **No**

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

☑ **None**

Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, check **None**.

☑ **None**

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

This document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. The personal contact information provided below will be redacted.

Business Telephone:

716-826-7213

Business Address:

154 S Ogden St. Buffalo, NY 14206

E-mail Address:

cjschaf@yahoo.com

Home Telephone:

716-818-5454

Home Address:

125 Colgate Ave. Buffalo, NY 14220

Christopher Schafer Digitally signed by Christopher Schafer Date: 2026.06.09 12:00:22 -05'00' 6/9/2026

Signature **Date**

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

last revised 04/2022

Disclosure of Financial Interest by a Current or Former Trustee

Trustee Name:

Matthew Szalkowski

Name of Charter School Education Corporation:

South Buffalo Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

   Treasurer

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

   ☐ **Yes** ☑ **No**

   If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

   ☐ **Yes** ☑ **No**

   If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

☐ **Yes** ☑ **No**

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

☐ **Yes** ☑ **No**

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

☑ **None**

Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, check **None**.

☑ **None**

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

This document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. The personal contact information provided below will be redacted.

Business Telephone:

_____

Business Address:

_____

E-mail Address:

_____

Home Telephone:

_____

Home Address:

_____



7/6/26

Signature **Date**

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

last revised 04/2022

Disclosure of Financial Interest by a Current or Former Trustee

Trustee Name:

Anne Marie Tryjankowski

Name of Charter School Education Corporation:

South Buffalo Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

   Vice President

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

   ☑ **Yes** ☐ **No**

   If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

   My second cousin's daughter is a teacher at the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

   ☐ **Yes** ☑ **No**

   If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

☐ **Yes** ☑ **No**

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

☐ **Yes** ☑ **No**

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

Minutes – July 8, 2025
South Buffalo Charter School
Board of Directors Meeting

Meeting was called to order at 6:10 p.m.

Members Present:
In Person: Chris Schafer, Jen Mack
Virtual: Anne Marie Tryjankowski, Matt Szalkowski, Carine Merritt

Members Absent: Kathy Linhardt

Public Comment: None.

Presentation: Partnership and Gateway Programs – See attached.

Board Reports:

- Executive Committee – No meeting.
- Academic Committee – No meeting.
- Facility Committee – No meeting.
- Finance Committee – Met. No issues. Meeting September 9, 2025 re: annual audit with Lumsden. IDEA funds being filed.
- Human Resources/Appeals Committee – No meeting. Superintendent evaluation was sent to Board members for review prior to meeting.

New Business:

- Motion to approve the minutes from the Board Meeting on June 10, 2025, was made by Anne Marie Tryjankowski; seconded by Jen Mack. Vote: All in favor.
- Enrollment Summary – See attached.
- Superintendent's Report – See attached. Jen Mack mentioned the success of the carnival the PTO held the last day of school.
- Consensus Agenda
    - Motion to approve the SBCS Schedule of Bills for June 2025 was made by Matt Szalkowski; seconded by Jen Mack. Vote: All in favor.
- Motion to move into Executive Session was made by Anne Marie Tryjankowski; seconded by Matt Szalkowski. Vote: All in favor. Executive Session began at 6:43 p.m.
- Motion to end Executive Session was made by Jen Mack; seconded by Matt Szalkowski. Vote: All in favor. Executive Session ended at 7:04 p.m. Board meeting reconvened at 7:09 p.m.
- Motion to approve contract adjustment was made by Jen Mack; seconded by Matt Szalkowski. Vote: All in favor.
- Motion to adjourn the meeting was made by Matt Szalkowski; seconded by Jen Mack. Vote: All in favor.

The meeting was adjourned at 7:10 p.m.

Minutes – August 12, 2025
South Buffalo Charter School
Board of Directors Meeting

Meeting was called to order at 6:17 p.m.

Members Present:
In Person: Chris Schafer, Kathy Linhardt
Virtual: Anne Marie Tryjankowski, Carine Merritt

Members Absent: Matt Szalkowski, Jen Mack

Public Comment: None.

Presentation: None.

Board Reports:

- Executive Committee – No meeting.
- Academic Committee – No meeting. Updates being sent to committee by Mr. Ehrle.
- Facility Committee – No meeting. Updated being sent to committee by Mr. Ehrle.
- Finance Committee – Met. No issues. Minor projects are being discussed with extra maintenance funds.
- Human Resources/Appeals Committee – Met. Discussed Superintendent evaluation and personnel matters.

New Business:

- Motion to approve the minutes from the Board Meeting on July 8, 2025, was made by Anne Marie Tryjankowski; seconded by Carine Merritt. Vote: All in favor.
- Enrollment Summary – See attached.
- Superintendent's Report – See attached.
- Motion to approve the food service contract extension with Personal Touch for the 2025-2026 school year was made by Kathy Linhardt; seconded by Anne Marie Tryjankowski. Vote: All in favor.
- Motion to approve the draft food and adult meal prices was made by Carine Merritt; seconded by Kathy Linhardt. Vote: All in favor.
- Motion to move the Board meetings from the second Tuesday of each month to the second Wednesday of each month was made by Anne Marie Tryjankowski; seconded by Carine Merritt. Vote: All in favor.
- Consensus Agenda
    - Motion to approve the SBCS Schedule of Bills for July 2025, Balance Sheet, Board monthly Income Statement, Statement of Revenues and Expenditures, Statement of Cash Flows and Check Register for June 2025 and July 2025; and the 154 South Ogden, LLC Balance Sheet and Statement of Revenue and Expenditures/Income Statement for June 2025 and July 2025 was made by Kathy Linhardt; seconded by Carine Merritt. Vote: All in favor.
- Motion to adjourn the meeting was made by Anne Marie Tryjankowski; seconded by Carine Merritt. Vote: All in favor.

The meeting was adjourned at 6:39 p.m.

Minutes – September 10, 2025
South Buffalo Charter School
Board of Directors Meeting

Meeting was called to order at 6:06 p.m.

Members Present:
In Person: Chris Schafer, Kathy Linhardt, Anne Marie Tryjankowski, Matt Szalkowski, Jen Mack
Virtual: Carine Merritt

Members Absent: None.

Public Comment: None.

Presentation: None.

Board Reports:

- Executive Committee – No meeting.
- Academic Committee – No meeting. Upcoming meeting to focus on test scores.
- Facility Committee – No meeting.
- Finance Committee – Met. No issues. Finances are in order. Annual audit should be finalized next week. Committee has questions for accountants re: infrastructure for next year.
- Human Resources/Appeals Committee – Met w/ D. Ehrle to discuss evaluation and goals. Discussed changes in teaching staff.

New Business:

- Motion to approve the minutes from the Board Meeting on August 12, 2025, was made by Anne Marie Tryjankowski; seconded by Kathy Linhardt. Vote: All in favor.
- Enrollment Summary – See attached.
- Superintendent's Report – See attached.
- Motion to approve the negotiated contract with ISA was made by Anne Marie Tryjankoski; seconded by Carine Merritt. Vote: All in favor. Note: Contract had some typographical errors that will be fixed prior to signing. Special thanks were given to Chris Schafer, Matt Szalkowski, Dave Ehrle, Dave Thomas and Christine Petrie for their work in getting the contract finalized.
- Consensus Agenda
    - Motion to approve the SBCS Schedule of Bills, Balance Sheet, Board monthly Income Statement, Statement of Revenues and Expenditures, Statement of Cash Flows and Check Register for August 2025; and the 154 South Ogden, LLC Balance Sheet and Statement of Revenue and Expenditures/Income Statement for August 2025 was made by Matt Szalkowski; seconded by Jen Mack. Vote: All in favor.
- Issues with the current SBCS website were discussed and changes will be made.
- Motion to adjourn the meeting was made by Anne Marie Tryjankowski; seconded by Matt Szalkwoski. Vote: All in favor.

The meeting was adjourned at 6:29 p.m.

Minutes – October 8, 2025
South Buffalo Charter School
Board of Directors Meeting

The meeting was called to order at 6:12 p.m.

Members Present:
In Person: Chris Schafer, Anne Marie Tryjankowski, Jen Mack
Virtual: Carine Merritt, Matt Szalkowski

Members Absent:
Kathy Linhardt

Public Comment: none

Presentation: none

Board Reports:

- Executive Committee – no report
- Academic Committee – meeting scheduled
- Facility Committee - no report
- Finance Committee – audit presentation is upcoming
- Human Resources/Appeals Committee – no report

New Business:

- Motion to approve the minutes from the Board Meeting on September 10, 2025 was made by A. Tryjankowski; seconded by J. Mack. Vote: all in favor
- Enrollment summary – See attached.
- Superintendent's report – See attached.
- Motion to approve amended Adult Lunch Prices was made by J. Mack; seconded by M. Szalkowski. Vote: all in favor
- Motion to approve Electric Contract with recommendation for a 24-month variable pricing was made by J. Mack; seconded by M. Szalkowski. Vote: all in favor
- Motion to approve Purchase Order for server/software update for Building Management System (pricing inclusive of OGS NYS Contract) was made by J. Mack; seconded by M. Szalkowski. Vote: all in favor
- Motion to approve updated SBCS Wellness Policy was made by J. Mack; seconded by A. Tryjankowski. A request for an annual update on implementation of this policy was requested by A. Tryjankowski. Vote: all in favor
- Motion to approve SBCS Schedule of Bills, Balance Sheet, Board monthly Income Statement, Statement of Revenues and Expenditures, Statement of Cash Flows and Check Register for August 2025; and the 154 South Ogden, LLC Balance Sheet and Statement of Revenue and Expenditures/Income Statement for September 2025 was made by J. Mack; seconded by C. Merritt. Vote: All in favor
- Motion to adjourn was made by A. Tryjankowski; seconded by J. Mack.

Meeting was adjourned at 6:50 p.m.

Minutes – November 12, 2025
South Buffalo Charter School
Board of Directors Meeting

Meeting was called to order at 6:05 p.m.

Members Present:
In Person: Chris Schafer, Kathy Linhardt, Matt Szalkowski, Jen Mack
Virtual: Anne Marie Tryjankowski

Members Absent: Carine Merritt

Public Comment: None.

Presentation: SBCS Website by Andrew Huff, Chief Information Officer. Review of new website. Issues presented: parent portal could not be accessed; only a sports calendar, but not a sports page; and teachers will need support to set up their teacher pages.

Board Reports:

- Executive Committee – No meeting.
- Academic Committee – No meeting.
- Facility Committee – Met. Held joint meeting with Finance Committee re: snowplow contract recommendations.
- Finance Committee – Met. No issues. Finances are in order. Annual audit on the docket. See above re: joint meeting.
- Human Resources/Appeals Committee – Met to review non-ISA handbook and ready to make recommendation for board approval.

New Business:

- Motion to approve the minutes from the Board Meeting on October 8, 2025, was made by Matt Szalkowski; seconded by Anne Marie Tryjankowski. Vote: All in favor.
- Enrollment Summary – See attached.
- Superintendent's Report – See attached.
- Motion to approve Lumsden & McCormick June 30, 2025 Audit was made by Matt Szalkowski; seconded by Jen Mack. Vote: All in favor.
- Motion to approve the 2025-2026 Snowplowing Contract to Buffalo Snow Plowing, after review of three quotes and based on the recommendation of the Finance and Facility Committee, was made by Anne Marie Tryjankowski; seconded by Jen Mack. Vote: All in favor.
- Consensus Agenda
    - Motion to approve the SBCS Schedule of Bills, Balance Sheet, Board monthly Income Statement, Statement of Revenues and Expenditures, Statement of Cash Flows and Check Register for October 2025; and the 154 South Ogden, LLC Balance Sheet and Statement of Revenue and Expenditures/Income Statement for October 2025 was made by Matt Szalkowski; seconded by Kathy Linhardt. Vote: All in favor.
- Anne Marie Tryjankowski recognized Gina Dudkowski and the rest of the administrative staff for their professionalism in handling the school during Mr. Erhle's absence.
- Motion to adjourn the meeting was made by Anne Marie Tryjankowski; seconded by Matt Szalkwoski. Vote: All in favor.

The meeting was adjourned at 6:34 p.m.

Minutes – December 10, 2025
South Buffalo Charter School
Board of Directors Meeting

Meeting was called to order at 6:06 p.m.

Members Present:
In Person: Chris Schafer, Kathy Linhardt, Jen Mack
Virtual: Anne Marie Tryjankowski

Members Absent: Carine Merritt, Matt Szalkowski

Public Comment: None.

Presentation: Behavioral Presentation by Fred Hahn, Director of Student Engagement. See Attached.

Board Reports:

- Executive Committee – No meeting.
- Academic Committee – No meeting.
- Facility Committee – No meeting. Projects are currently out for more information.
- Finance Committee – Met. No issues.
- Human Resources/Appeals Committee – No meeting. Non-ISA handbook was approved.

New Business:

- Motion to approve the minutes from the Board Meeting on November 12, 2025, was made by Jen Mack; seconded by Kathy Linhardt. Vote: All in favor.
- Enrollment Summary – See attached.
- Superintendent's Report – See attached.
- Consensus Agenda
    - Motion to approve the SBCS Schedule of Bills, Balance Sheet, Board monthly Income Statement, Statement of Revenues and Expenditures, Statement of Cash Flows and Check Register for November 2025; and the 154 South Ogden, LLC Balance Sheet and Statement of Revenue and Expenditures/Income Statement for November 2025 was made by Kathy Linhardt; seconded by Jen Mack. Vote: All in favor.
- Motion to adjourn the meeting was made by Anne Marie Tryjankowski; seconded by Kathy Linhardt. Vote: All in favor.

The meeting was adjourned at 6:20 p.m.

Minutes – January 14, 2026
South Buffalo Charter School
Board of Directors Meeting

Meeting was called to order at 6:05 p.m.

Members Present:
In Person: Chris Schafer, Jen Mack, Matt Szalkowski, Anne Marie Tryjankowski
Virtual: Kathy Linhardt, Carine Merritt

Members Absent: None.

Public Comment: None.

Presentation: None.

Board Reports:

- Executive Committee – No meeting. Email to be sent re: pending tax issue.
- Academic Committee – No meeting. State assessment data received and to be reviewed with follow-up questions.
- Facility Committee – No meeting.
- Finance Committee – Met. No issues. Finance committee will co-chair with Facility Committee next month re: upcoming projects.
- Human Resources/Appeals Committee – No meeting.

New Business:

- Motion to approve the minutes from the Board Meeting on December 10, 2025, was made by Anne Marie Tryjankowski; seconded by Jen Mack. Vote: All in favor.
- Enrollment Summary – See attached. Also noted that the Board would like quarterly reports to compare to prior year.
- Superintendent's Report – See attached.
- Consensus Agenda
    - Motion to approve the SBCS Schedule of Bills, Balance Sheet, Board monthly Income Statement, Statement of Revenues and Expenditures, Statement of Cash Flows and Check Register for December 2025; and the 154 South Ogden, LLC Balance Sheet, Statement of Revenue and Expenditures/Income Statement and Check Register for December 2025 was made by Matt Szalkowski; seconded by Jen Mack. Vote: All in favor.
- Motion to adjourn the meeting was made by Anne Marie Tryjankowski; seconded by Matt Szalkowski. Vote: All in favor.

The meeting was adjourned at 6:17 p.m.

Minutes – February 11, 2026
South Buffalo Charter School
Board of Directors Meeting

Meeting was called to order at 6:04 p.m.

Members Present:
In Person: Chris Schafer, Jen Mack, Matt Szalkowski, Kathy Linhardt
Virtual: Anne Marie Tryjankowski, Carine Merritt

Members Absent: None.

Public Comment: Jen Mack spoke on behalf of the PTO requesting a $2,000 donation from the Board for the SBCS Annual Easter Affair – egg hunt/basket raffle/vendor event being held on Saturday, March 28, 2026, from 9:00 a.m. to 3:00 p.m.

Presentation: Student Test Data – See attached.

Board Reports:

- Executive Committee – No meeting.
- Academic Committee – No meeting. Meeting being scheduled for end of February.
- Facility Committee – No meeting. Waiting on two pieces of data, then scheduling meeting.
- Finance Committee – Met. No issues. 1099 filed and annual report sent to NYS.
- Human Resources/Appeals Committee – No meeting. Reported that HR Committee received an email re: personnel changes.

New Business:

- Motion to approve the minutes from the Board Meeting on January 14, 2026, was made by Matt Szalkowski; seconded by Jen Mack. Vote: All in favor.
- Enrollment Summary – See attached.
- Superintendent's Report – See attached.
- Motion to approve a $2,000 donation to the SBCS Annual Easter Affair was made by Matt Szalkowski; seconded by Kathy Linhardt. Vote: All in favor. Abstain: Jen Mack.
- Consensus Agenda
    - Motion to approve the SBCS Schedule of Bills, Balance Sheet, Board monthly Income Statement, Statement of Revenues and Expenditures, Statement of Cash Flows and Check Register for January 2026; and the 154 South Ogden, LLC Balance Sheet, Statement of Revenue and Expenditures/Income Statement and Check Register for January 2026 was made by Matt Szalkowski; seconded by Jen Mack. Vote: All in favor.
- Motion to adjourn the meeting was made by Anne Marie Tryjankowski; seconded by Matt Szalkowski. Vote: All in favor.

The meeting was adjourned at 6:29 p.m.

Minutes – March 11, 2026
South Buffalo Charter School
Board of Directors Meeting

Meeting was called to order at 6:06 p.m.

Members Present:
In Person: Chris Schafer, Jen Mack, Kathy Linhardt
Virtual: Anne Marie Tryjankowski

Members Absent: Matt Szalkowski, Carine Merritt

Public Comment: None.

Presentation: Title Funding – See attached.

Board Reports:

- Executive Committee – No meeting.
- Academic Committee – Met and reviewed data from NYS Assessment and iReady.
- Facility Committee – No meeting. HVAC rollout started. Will be meeting next week.
- Finance Committee – Met. No issues. Reviewed bank requests. All in order.
- Human Resources/Appeals Committee – No meeting.

New Business:

- Motion to approve the minutes from the Board Meeting on February 11, 2026, was made by Kathy Linhardt; seconded by Jen Mack. Vote: All in favor.
- Enrollment Summary – See attached.
- Superintendent's Report – See attached.
- Discussion to change date of April Board Meeting because it falls during SBCS's spring break. As board members are available it was decided to keep the regular meeting date on April 8, 2026.
- Consensus Agenda
    - Motion to approve the SBCS Schedule of Bills, Balance Sheet, Board monthly Income Statement, Statement of Revenues and Expenditures, Statement of Cash Flows and Check Register for February 2026; and the 154 South Ogden, LLC Balance Sheet and Statement of Revenue and Expenditures/Income Statement for February 2026 was made by Jen Mack; seconded by Kathy Linhardt. Vote: All in favor.
- Motion to adjourn the meeting was made by Anne Marie Tryjankowski; seconded by Jen Mack. Vote: All in favor.

The meeting was adjourned at 6:35 p.m.

Minutes – April 8, 2026
South Buffalo Charter School
Board of Directors Meeting

Meeting was called to order at 6:08 p.m.

Members Present:
In Person: Chris Schafer, Jen Mack, Kathy Linhardt
Virtual: Anne Marie Tryjankowski, Carine Merritt

Members Absent: Matt Szalkowski

Public Comment: None.

Presentation: Smart Technology – Following the meeting board members were given a presentation in a classroom reviewing two options for smart boards; administration will provide the board with additional information; board will reconvene at next month's meeting with any questions; Anne Marie Tryjankowski would like teacher input at that meeting.

Board Reports:

- Executive Committee – No meeting.
- Academic Committee – No meeting.
- Facility Committee – Met regarding smart boards and camera upgrades. Funding is available for the projects, waiting on proposals.
- Finance Committee – Met. No issues. Paperwork for unclaimed funds has been submitted to the State. SPED rate being checked by Lumsden McCormick. Waiting on NYS to confirm receipt of amended tax returns that were submitted for June 2024.
- Human Resources/Appeals Committee – No meeting. Update on personnel matters was received.

New Business:

- Motion to approve the minutes from the Board Meeting on March 11, 2026, was made by Kathy Linhardt; seconded by Jen Mack. Vote: All in favor.
- Enrollment Summary – See attached.
- Superintendent's Report – See attached.
- Consensus Agenda
    - Motion to approve the SBCS Schedule of Bills, Balance Sheet, Board monthly Income Statement, Statement of Revenues and Expenditures, Statement of Cash Flows and Check Register for March 2026; and the 154 South Ogden, LLC Balance Sheet and Statement of Revenue and Expenditures/Income Statement for March 2026 was made by Kathy Linhardt; seconded by Jen Mack. Vote: All in favor.
- Motion to adjourn the meeting was made by Anne Marie Tryjankowski; seconded by Kathy Linhardt. Vote: All in favor.

The meeting was adjourned at 6:24 p.m.

Minutes – May 13, 2026
South Buffalo Charter School
Board of Directors Meeting

Meeting was called to order at 6:10 p.m.

Members Present:
In Person: Chris Schafer, Jen Mack, Anne Marie Tryjankowski
Virtual: Carine Merritt

Members Absent: Matt Szalkowski, Kathy Linhardt

Public Comment: None.

Presentation: 2026-2027 SBCS Calendar – Calendar A was recommended by Mr. Ehrle

Board Reports:

- Executive Committee – No meeting.
- Academic Committee – No meeting. Emails have been sent by Mr. Ehrle that committee needs to review.
- Facility Committee – No meeting. Spring projects have been brought to committee. Heating upgrades completed.
- Finance Committee – Met. No issues. Minor contracts have been put out for bids.
- Human Resources/Appeals Committee – No meeting. Update on personnel matters was received.

New Business:

- Motion to approve the minutes from the Board Meeting on April 8, 2026, was made by Anne Marie Tryjankowski; seconded by Jen Mack. Vote: All in favor.
- Enrollment Summary – See attached.
- Superintendent's Report – See attached.
- Motion to approve the 2026-2027 SBCS Budget was made by Jen Mack; seconded by Carine Merritt. Vote: All in favor.
- Motion to approve the 2026-2027 SBCS Calendar A, based on the recommendation of Mr. Ehrle, was made by Anne Marie Tryjankowski; seconded by Carine Merritt. Vote: All in favor.
- Motion to approve camera upgrades/contract with Premcom and utilizing TK Elevator for wiring, was made by Anne Marie Tryjankowski; seconded by Jen Mack. Vote: All in favor.
- Consensus Agenda
    - Motion to approve the SBCS Schedule of Bills, Balance Sheet, Board monthly Income Statement, Statement of Revenues and Expenditures, Statement of Cash Flows and Check Register for April 2026; and the 154 South Ogden, LLC Balance Sheet and Statement of Revenue and Expenditures/Income Statement for April 2026 was made by Anne Marie Tryjankowski; seconded by Jen Mack. Vote: All in favor.
- Motion to adjourn the meeting was made by Anne Marie Tryjankowski; seconded by Jen Mack. Vote: All in favor.

The meeting was adjourned at 6:55 p.m.

Minutes – June 10, 2026
South Buffalo Charter School
Board of Directors Meeting

Meeting was called to order at 5:58 p.m.

Members Present:
In Person: Jen Mack, Kathy Linhardt, Matt Szalkowski, Carine Merritt
Virtual: Anne Marie Tryjankowski, Chris Schafer

Members Absent: None.

Public Comment: None.

Presentation: None.

Board Reports:

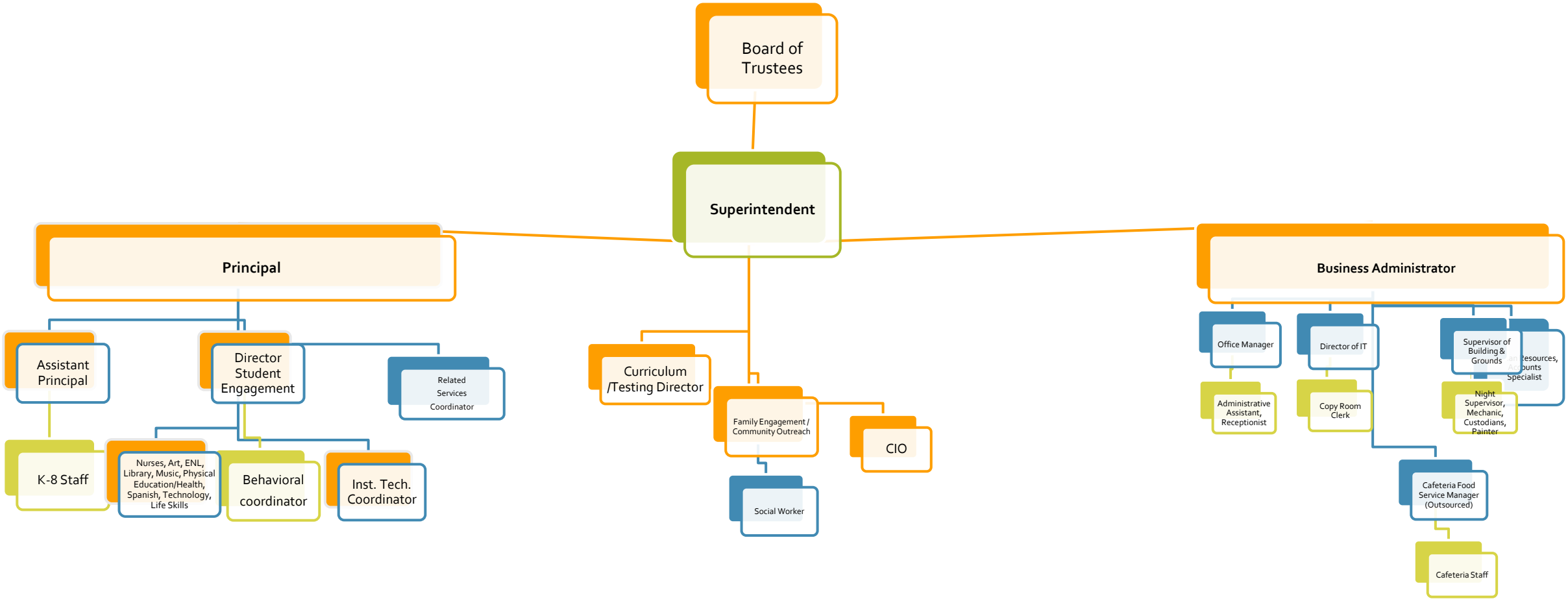
- Executive Committee – No meeting.
- Academic Committee – No meeting.
- Facility Committee – No meeting. Waiting for NYS confirmation on Smart Board.
- Finance Committee – No meeting. Schedule of Bills reviewed and in order.
- Human Resources/Appeals Committee – No meeting.

New Business:

- Motion to approve the minutes from the Board Meeting on May 13, 2026, was made by Jen Mack; seconded by Matt Szalkowski. Vote: All in favor.
- Enrollment Summary – See attached.
- Superintendent's Report – See attached.
- Motion to approve no change, to ratify as written, the current SBCS By-Laws was made by Kathy Linhardt; seconded by Matt Szalkowski. Vote: All in favor.
- Motion to approve the recommendation of the facilities committee for Buffalo Snowplowing to do the sealing/striping of the SBCS parking lots was made by Jen Mack; seconded by Kathy Linhardt. Vote: All in favor.
- Motion to approve the Natural Gas and Electricity renewal agreements was made by Jen Mack; seconded by Carine Merritt. Vote: All in favor.
- Motion to re-elect officers – Christopher Schafer – President; Anne Marie Tryjankowski – Vice President; Matthew Szalkowski – Treasurer; Kathleen Linhardt – Secretary, was made by Jen Mack; seconded by Carine Merritt. Vote: All in favor.
- Motion to approve the SBCS Schedule of Bills for May 2026 was made by Jen Mack; seconded by Matt Szalkowski. Vote: All in favor.
- Motion to adjourn the meeting was made by Anne Marie Tryjankowski; seconded by Matt Szalkowski. Vote: All in favor.

The meeting was adjourned at 6:13 p.m.

South Buffalo Charter School



South Buffalo Charter School 2026-2027 Calendar

26-Aug

S	M	T	W	T	F	S
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30	31					

26-Sep

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26-Oct

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26-Nov

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26-Dec

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27-Jan

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AUGUST

12 - Board Meeting 6:00pm

24 - 27 - Teaching staff only

F - 4, S - 0

SEPTEMBER

1 - Teaching staff only

2 - FIRST DAY OF SCHOOL!

7 - NO SCHOOL, Labor Day

9 - Board Meeting 6:00pm

F-21, S-20

OCTOBER

12 - Indiginous People's Day / Italian Heritage Day

14 - Board Meeting, 6:00pm

F - 21, S - 21

NOVEMBER

3 - Parent/Teacher Conference 11:00-7:00pm

10 - Board Meeting 6:00pm

11 - NO SCHOOL, Veteran's Day

25 - 27 Thanksgiving Recess

6 - End Quarter 1

F - 17, S - 16

DECEMBER

9 - Board Meeting 6:00pm

24-31 Winter Recess

F - 17, S - 17

JANUARY

1 - Winter Recess

13 - Board Meeting 6:00pm

18 - Dr. Martin Luther King Day

29 - End Quarter 2

F - 19, S - 19

NO SCHOOL,
Board MTG
Superintendent Day, NO STUDENTS
End of Quarter
1/2 day, Dismissal 11:30am
Parent Teacher Conference Day, NO SCHOOL

South Buffalo Charter School 2026-2027 Calendar

27-Feb						
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27-Mar						
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27-Apr						
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27-May						
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27-Jun						
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FEBRUARY
4 - Parent/Teacher Conference 11:00-7:00pm
10 - Board Meeting 6:00pm
15-19 - NO SCHOOL, Mid-Winter Break
F- 15, S - 14
MARCH
9 - Board Meeting 6:00pm
10 - NO SCHOOL, Eid-al-Fitr
26-31 - NO SCHOOL, Spring Recess
F - 18, S - 18
APRIL
1-2 - NO SCHOOL, Spring Recess
14 - Board Meeting 6:00pm
30 - 1/2 Day, Dismissal 11:30am, PTC 1:00-3:45
23 - End Quarter 3
F - 20, S - 20
MAY
12 - Board Meeting 6:00pm
31 - NO SCHOOL, Memorial Day
F- 20, S - 20
JUNE
9 - Board Meeting 6:00pm
18 - NO SCHOOL, Juneteenth Holiday
25 - Superintendent day, No Students
24 - End Quarter 4
F - 18, S - 17

Year Total: Student - 182
Credited Student Days - 187 (+ Superintendent)
Year Total Faculty - 190

South Buffalo Charter School 2026-2027 Calendar

26-Aug

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26-Sep

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26-Oct

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11/26/20256

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26-Dec

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27-Jan

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25	26	27	28	29	30	31

AUGUST

12 - Board Meeting 6:00pm

24 - 27 - Teaching staff only

SEPTEMBER

1 - Teaching staff only

2 - FIRST DAY OF SCHOOL!

7 - NO SCHOOL, Memorial Day

9 - Board Meeting 6:00pm

OCTOBER

NOVEMBER

DECEMBER

JANUARY

NO SCHOOL,
Board MTG
Superintendent Day, NO STUDENTS

1/2 day
Parent Teacher Conference Day

South Buffalo Charter School 2026-2027 Calendar

26-Feb						
S	M	T	W	T	F	S
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FEBRUARY

26-Mar						
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MARCH

26-Apr						
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APRIL

26-May						
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MAY

26-Jun						
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21	22	23	24	25	26	27
28	29	30				

JUNE

Year Total: Student - 180
Credited Student Days - 186 (+ Superintendent)
Year Total Faculty - 192