



**Primary Hall Preparatory Charter School
Board of Trustees**

April 21, 2026

7:00 PM

Meeting location

Primary Hall
2408 Main St. Buffalo, NY 14214

Topic: April 2026 Meeting

Start Time: 7:18 PM

End Time: 7:52 PM

#		Board Action	Time (Minutes)	Corresponding Documents
1	Adoption of the April 2026 agenda Recognition of Guests Public Comment	Discussion and vote	5	April 2026 Agenda
	Approval of March 2026 minutes	Discussion and vote	5	March 2026 minutes
2	Governance Updates <ul style="list-style-type: none"> ● Board Chair election - Treasurer ● Executive Director Evaluation 	Discussion and vote	10	
3	Academic Committee Updates <ul style="list-style-type: none"> ● Next meeting May 	Discussion	10	
4	Development Committee Updates <ul style="list-style-type: none"> ● Did not meet 	Discussion	5	
5	Finance Committee Updates <ul style="list-style-type: none"> ● Budget FY27 	Discussion	10	
6	Executive Director Updates <ul style="list-style-type: none"> ● Charter School Office Executive Director Dr. Long visit - May 11th ● Renewal Report draft ● Strategic Plan ● Annual Report ● Board Prospecting 	Discussion	10	



7	Old Business: <ul style="list-style-type: none"> ● Lease Agreement discussion ● Executive Director Recruitment Firm ● Executive Director Transition Plan - Milestones and Next Steps 	Discussion and vote	10	
8	New Business: <ul style="list-style-type: none"> ● UPK SY26-27 ● Board Evaluation 			
9	Executive Session <ul style="list-style-type: none"> ● 	Discussion		

Board meeting reflection:

- **Was this an effective meeting? Why or why not.**
- **How can it be improved?**
- **What percentage of time was spent being reactive vs strategic?**



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MINUTES

April 21, 2026
7pm

In attendance:

Quorum satisfied

- Kristen Bellomo
- Christopher Benson
- Jamel Gibbs-guest
- Tiffany Hamilton
- Madeline Loeb-guest
- Heather Maclin-guest
- David Parker
- Arielle Peterson-guest
- Pam Stephens-Jackson
- Temeka White
- Bryson Wilson-guest

MEETING CALLED TO ORDER: @7:18pm

ACKNOWLEDGEMENT OF GUESTS AND PUBLIC COMMENT:

None

APPROVAL OF 4/21/2026 AGENDA –Properly moved (Kristen) and seconded (Temeka), all in favor, motion passed.

VOTE: K. Bellomo C. Benson T. Hamilton
 D. Parker P. Stephens-Jackson T. White

APPROVAL OF 3/30/2026 MINUTES –Properly moved (Kristen) and seconded (Temeka), all in favor, motion passed.

VOTE: K. Bellomo C. Benson T. Hamilton
 D. Parker P. Stephens-Jackson T. White

COMMITTEE REPORTS

Governance Committee

- Motion to retain Temeka in the officer position of treasurer
Properly moved () and seconded (), all in favor, motion passed.

VOTE: K. Bellomo C. Benson T. Hamilton
 D. Parker P. Stephens-Jackson T. White



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Development Committee

- Temeka has attended two meat raffles to get a feel for how the events are operated and what is needed regarding volunteer support in preparation for our planned fall 2026 fundraiser.
- Planned Kick-Off event: art show showcasing student work and winners' art used in calendars that will be sold.
- Combine other activities to increase the success of the fundraiser. Additional ideas: penny drive, food truck(s), preorders of the art and/or calendars, patron advertising in the calendar.
- In addition to the fundraising goal, it will be the creation of a tradition.
- Temeka has volunteered to donate the trophies to be given to the winners (1st, 2nd and 3rd places).
- Need to get the PTO involved in larger numbers than previous support.

Finance Committee

- No report but updates will be provided, virtually, within the next week.

Academic Committee

- Committee meets quarterly and the next meeting will be in May 2026.

Executive Director Updates

- UPK contract agreement so no UPK with Buffalo Public Schools (BPS)
- Dr. Lisa Long, Dir. of the Charter School Growth Fund will be coming for a site visit on May 11th
- Charter School renewal application review, 38 pages including areas in need of improvement:
 - Student performance
 - Teaching & learning
 - Cultural, climate and family engagement (meets criteria)
 - Financial condition (approved)
 - Financial management
 - Organizational capacity (organizational capacity)
 - Enrollment, recruitment and retention
- Strengths: common practices for positive school culture
- Synopsis of findings reported
- Action plan due by 4/30/2026
- Strategic Plan referenced as needed (addressed in renewal report)
- Intention is to develop an action plan to address deficiencies
- Annual Report due in August (13 elements with criteria)



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OLD BUSINESS

- Lease agreement – Temeka discussed issues with the owner regarding responsibilities between owner and tenant. She will schedule a follow-up meeting. Planning on 5/19/2026.
 - PHPCS is to have a cap on spending for repairs
 - Owner will be responsible for renovations
 - PHPCS will receive 48 hrs. notice when building entry is needed. Mandated for child safety. No knowledge of owner’s workers or their history.
- The Board needs to evaluate Dr. Peterson’s performance.
- Dr. Peterson will share Board matrix that was previously developed to identify Board proficiencies.

NEW BUSINESS

- No report or activities

ADJOURNMENT @ 7:52pm

Motion to adjourn by: Kristen, Seconded by: Temeka, all in favor, motion passed.

VOTE: K. Bellomo C. Benson T. Hamilton
 D. Parker P. Stephens-Jackson T. White

Next Meeting: Tuesday, May 19, 2026