

Charter School for Applied Technologies  
317 Vulcan Street, Buffalo, New York 14207  
**BOARD OF TRUSTEES MEETING 6/22/2021**

**MINUTES**

**BOARD MEMBERS PRESENT: In person,** David Quackenbush, Michael Keller, John Cinquino, Joseph Berti, Ian Donnelly, Andrea Pasioka, Steven Kottakis, Kevin Cornacchio **Via Teleconference:** Karen Kelley

**UNABLE TO ATTEND:** Lisa Smith, Kenneth Robinson, Michael Stevens, Danielle Salasavage

**OTHERS PRESENT: In person:** Andrew Lyle, Garrick Loveria, Tanya Moore, Robert Shannon, Susan Jurewicz, Anthony Favata, Ann Morgante, Brett Lutterbein, Thomas Sullivan, Keith Banas, Daniel Scholze **Via Teleconference:** Nicole Killian

**MINUTES**

Motion to approve the June 8, 2021 Minutes, including permanent committee reports and those submitted under ad hoc committee, made by Mrs. Kelley, seconded by Mr. Quackenbush. Minutes approved.

**PUBLIC COMMENTS**

None

**PRESENTATION**

None

**ADMINISTRATIVE REPORTS**

**Cabinet Report-** Mr. Lyle announced that the application for the ESSER 2 Funds is complete and will be submitted prior to the June 30, 2021 due date. David Frank at SED was very impressed with the launch of the ECCP Program and will share details of the program with the Board of Regents. As the new school year approaches, we are now reviewing our bus contracts. The bill we received from STA was higher than expected and with the reduction in bus runs, an adjustment is warranted. We will contact STA to remedy this. We have made contact with First Student with our new times; arrival @7:45am and dismissal by 4pm. They indicated that this will not be a problem. We will monitor that to ensure they keep their commitment.

**Officer Nominations**-Mr. Quackenbush informed the Board that there are two officer openings for next year, President and Vice-President. The nominees are:

President: Joseph Berti

Vice President: Lisa Smith

A motion to accept the nominations was made by Mr. Keller, seconded by Mr. Cinquino. Motion approved.

Formal approval of the nominations will take place at the August meeting. Mrs. Kelley reminded the Board that she is stepping down as Board Secretary, so that position will also need to be filled.

### **PERMANENT BOARD COMMITTEE**

**Career Readiness**-Mr. Lutterbein gave an overview on ECCP and Program Evaluation. In a series of slides, Mr. Lutterbein's highlights included:

\*CSAT is the only school to have such a program like ECCP, which provides universal access to college courses that align with our four Pathways (PLTW & Advanced Manufacturing, Arts & Communications, Business & Technology, Health & Human Services)

\*Unique Features of the program include:

- Summer Bridge Program
- Dual Enrollment
- On-Campus courses at Buffalo State & SUNY Erie
- Field Trips, Speaker Series, Job Shadows
- Internships

\*Career Readiness measurement standards will include:

- Professional Development
- Career Exposure
- Credit Bearing Coursework
- Participation in Community

\*Short Term Goals include:

- Launch of ECCP in 2021-2022 school year
- Seek feedback from Board, Administration, teachers
- Begin data collection with 9<sup>th</sup> graders
- Determine meaningful weights for standards

\*Long term goals include:

- Use data points to create career readiness measure for program evaluation
- Create effective way of communicating program to students
- Develop K-12 alignment of career readiness standards
- Ensure all students graduate from CSAT prepared for family-sustaining careers

## **AD HOC COMMITTEES**

**Negotiations-** Mrs. Kelley announced that an agreement has been reached with the teachers for a three-year contract. Mr. Banas, union president, said that the teachers have ratified that contract.

**Appeals-** No report

## **OLD BUSINESS**

**Superintendent Evaluation-**Mr. Quackenbush reminded the Board that we have employed the services of Super Eval, an organization that evaluates the Superintendent and Board members. The Board will be sent an email shortly from Super Eval regarding the evaluation process.

## **NEW BUSINESS**

**Enrollment-**Mr. Loveria reported the current enrollment stands at 2360, which is above the budgeted number. The enrollment numbers look good for next year.

**Personnel-**Mr. Lyle reviewed the personnel report which listed several new hires which were COVID related, a few positions changes and resignations. Although the resignations list is long, it is not out of the ordinary at this time of year. The employees left for a number of reasons; looking for shorter days, moving away, etc. Most of the exit interviews were positive.

A motion to accept the Enrollment and Personnel report made by Mr. Keller, seconded by Mr. Cinquino. Motion approved.

**Farewells-** Two members of the Board are stepping down after this meeting, Mr. David Quackenbush and Mrs. Karen Kelley. Both have served the Board since CSAT's inception in 2001.

Mrs. Kelley- Mr. Quackenbush noted that Mrs. Kelley, a central New York native, joined the Board shortly after its founding. Karen has always been one to speak her mind. She is also a very analytical person, which served the Board well, especially when it was decided we would leave the Edison Schools network and become a stand-alone charter school. Her knowledge of educational issues was evident as well as her work in appeals and negotiations. We will miss her and thank Karen Kelley for her years of service to CSAT.

Mr. Quackenbush-Mr. Cinquino noted that David Quackenbush was one of the founders of CSAT along with Fred Saia, Rob Mikulec, Mike Keller and myself. David was instrumental in our years of growth as a charter school. CSAT faced so many obstacles during the past 20 years, but we were always able to overcome them with David's vision of what the school had to offer. His relationship with key stakeholders in the community

have been indispensable. Class & Character epitomize David Quackenbush. We will miss him on the Board but we are glad he will remain involved with the Foundation.

A motion to adjourn the meeting @6pm was made by Mr. Cinquino, seconded by Mr. Donnelly. Motion approved.

**Next Meeting: August 10, 2021 @ 4:30pm**