

Charter School for Applied Technologies  
317 Vulcan Street, Buffalo, New York 14207  
**BOARD OF TRUSTEES MEETING 5/11/2021**

**MINUTES**

**BOARD MEMBERS PRESENT: In person,** David Quackenbush, John Cinquino, Joseph Berti, Michael Keller, Michael Stevens, Steve Kottakis **Via Teleconference:** Karen Kelley, Lisa Smith, Ian Donnelly, Andrea Pasieka, Danielle Salasavage

**UNABLE TO ATTEND:** Kenneth Robinson

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

**MINUTES**

Motion to approve the April 13, 2021 Minutes, including permanent committee reports and those submitted under ad hoc committee, made by Mr. Berti, seconded by Mr. Cinquino. Minutes approved.

**PUBLIC COMMENTS**

None

**PRESENTATION**

None

**ADMINISTRATIVE REPORTS**

**Cabinet Report-** Mr. Lyle announced that plans are being finalized for summer school in all three buildings. The High School graduation ceremony will be on June 9 from 12-8pm. Invites for Board members will be mailed shortly. The State Ed virtual visit with Susan Gibbons went well. She had the opportunity to meet first with the building administrators and later with teachers in each building. The day ended with a meeting with cabinet members. Ms. Gibbons made several positive comments and commended CSAT as one of the best visits she has had since the virtual visits began. The policy on the enrollment/lottery process was finally approved by State Ed. It is included in your packet and requires a final vote since there were a few minor changes made. We are still

awaiting state guidance for full reopening, i.e. 3ft.v 6ft., masks, remote learning option, etc.

### **Principals Report-**

K-5: Mrs. Jurewicz stated that the NYS Math Assessment is finishing up and attendance for taking the test was good. Final plans for a 4-week summer school program are nearly complete. At present, there are 156 verbal consents for the program. We are partnering with UB this summer on literacy supports and hope to continue the partnership in the fall. We are planning end of the year Kindergarten and Grade 5 celebrations.

6-8: Mr. Favata echoed Mrs. Jurewicz comment on state assessment and noted that middle school also saw good attendance. The Elementary School has agreed to house the Middle School summer program in their building. We had a wonderful teacher/staff appreciation week. Final plans are in place for a drive-thru 8<sup>th</sup> grade celebration.

9-12: Ms. Morgante mentioned that the teachers and counselors continue working with seniors to be sure as many as possible graduate on time. At present @75% are on course to graduate. Final assessments are planned for the first week in June. We are having three summer programs: a two-week prep course for incoming freshmen, a four-week credit recovery program all students and the six-week Early College program.

A question was asked on meal offerings during summer. Mrs. Moore said that meals will be provided for all summer programs.

### **PERMANENT BOARD COMMITTEE**

**Quality Assurance-**Mrs. Pasioka commented that the principals covered many of the points she was going to make. The attendance so far has followed a similar pattern, though it has fallen off somewhat from Zoom fatigue and with students returning to school in hybrid. The state goal is 90% attendance; we are exceeding that total. Mrs. Pasioka noted that in terms of assessments, there was no expectation from the State that remote learners must complete them, however several remote students did come to the building to complete the testing. It should be noted that the test that was administered was not new, but a repeat of the 2019 assessment. CSAT will survey parents to determine the number of students who would be willing to attend summer school, especially those who currently are 2+ years behind. The next meeting will concentrate on summer school plans. The school will not collect the computers from the students until summer school is completed.

**Finance-**Mr. Cinquino discussed the 2021-2022 school budget. Highlights of the budget include the following:

Revenue: \$36.5 million

Expenses: \$37.5 million

Change in Net Assets: (\$947k) and Net of Depreciation: \$153K

## Key Drivers of the budget:

Per Pupil Increase of @1%

Revenue includes \$1.4 million in stimulus dollars

The budget is predicated on enrollment at 99% capacity

Teacher Retirement increased slightly

Health Care will see a slight decrease

Addition of 7 teaching positions to address student loss of learning due to the pandemic

Interest on Bond is \$916K

Middle School lease cost \$784k

Transportation costs increased for coverage of Summer and After School programs

Hiring of in-house cleaning staff at Middle School

Mr. Quackenbush asked if inflation costs were figured into the budget.

Mrs. Moore indicated quotes received from vendors helps in determining increased cost.

The school also utilizes the State Contract program which provides for lower pricing and helps in mitigating increased costs.

A motion to accept the 2021-2022 budget was made by Mr. Keller, seconded by Mr. Kottakis. Motion approved.

**Career Readiness-** Mr. Berti noted that the committee covered a number of topics as noted on pgs. 14-18. The Job Board has grown substantially since its inception. At present, there are 80 job postings with hundreds of jobs. There have been 686 visits to the site. The ECCP Program is going well. The summer component will begin this year. The list of college course offerings is included in the report. The kick-off event for ECCP will take place on June 8, invites to Board will be sent this week. A number of dignitaries will be invited and David Frank will be attending virtually.

## **AD HOC COMMITTEES**

**Appeals-** No report

**CSAT Foundation, Inc.-** Mr. Quackenbush referenced pg. 17 of the Board packet which detailed the work of the committee since last meeting. As you can see, the ECCP program has been aided by the Cullen & M & T Foundations. The Foundation Board will be meeting again on May 18.

## **OLD BUSINESS**

None

## **NEW BUSINESS**

**Nominations-** Mr. Quackenbush nominated a new trustee for consideration, Mr. Kevin Cornacchio. A biography of Mr. Cornacchio is enclosed on pg. 24 of the Board

packet. He is currently VP of Sales at PCB Piezotronics. A few Board members who had the opportunity of speaking with Mr. Cornacchio commented on his passion for education and feel he would be a welcome addition to the Board. A motion to accept Kevin Cornacchio as a member of CSAT's Board was made by Mr. Berti, seconded by Mr. Keller. Motion approved.

**Policy-** Mr. Loveria discussed the Enrollment/ Lottery policy update. There were a few minor changes needed. The proposal was approved by State Ed pending the changes. The new policy did result in @14% of new applicants to CSAT who qualified because of the new weighted criteria.

A motion to accept the updated policy was made by Mrs. Kelley, seconded by Mrs. Smith. Motion approved.

**Enrollment-**Mr. Loveria reported that the current enrollment stands at 2364, one short of capacity. At present, there are 175 enrolled in Kindergarten for next year. The school is still recruiting and hopes to reach 195 enrolled. While that number would be more than needed, the assumption is that some will leave before the start of school.

**Personnel-** Mr. Lyle reviewed the personnel report which lists several new substitute hires, position changes, resignations and leaves of absence. Other than that, no major changes.

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

A motion to move to Executive Session at 6:15pm was made by Mrs. Kelley, seconded by Mr. Stevens. Motion approved. No action requiring Board vote arose. A motion to adjourn the regular meeting at 7:30pm was made by Mr. Kottakis, seconded by Mr. Cinquino. Motion approved.

**Next Meeting: June 8, 2021, 4:30pm**