

Charter School for Applied Technologies
317 Vulcan Street, Buffalo, New York 14207
BOARD OF TRUSTEES MEETING 3/9/2021

MINUTES

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

UNABLE TO ATTEND: Kenneth Robinson

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

MINUTES

Motion to approve the February 6, 2021 Minutes, including permanent committee reports and those submitted under ad hoc committee, made by Mr. Keller, seconded by Mr. Donnelly. Minutes approved.

PUBLIC COMMENTS

None

PRESENTATION

Ms. Alison Kuitems, Technology Integration Specialist, presented an overview of the technology related teaching tools that have been introduced to the CSAT community as a result of the pandemic. In a series of slides, Ms. Kuitems highlighted the following, all of which are supported by Microsoft:

- Teacher Technology Support (general help, PowerPoint, etc.)
- Parent Technology Support (general help, videos, IT support, etc.)
- Monthly Newsletter
- On-going staff development
- Innovative Teachers (each building has designated and trained support teams)
- Classroom Set-Up (fully remote and remote/in-person teachers)
- Distance Learning Tools (i.e. Microsoft remote/stream, Nearpod, Remind...)
- Continued Partnerships w/Microsoft with TEALS, Innovative Teachers, as well as Erie 1 BOCES. CSAT is only charter school sharing best practices with other school districts in WNY.

Board members inquired about teacher training and families having proper equipment. Ms. Kuitems said she and other teachers provided training to all staff and that families were provided equipment by CSAT, or had their own compatible equipment.

ADMINISTRATIVE REPORTS

Cabinet Report- Mr. Lyle reported on his recent conversation with CSO Office on our recruitment policy. As you are aware, CSAT has been making efforts to increase our recruitment of special needs students and ENL learners. We made the changes in our policy that the CSO office recommended for charter renewal which we thought was sufficient. We were recently notified of an additional change in required language about the number of days a student has to enroll before they are dropped from our count. The policy currently is 5 consecutive days from start of school year, but CSO said it needs to be 20 consecutive days, with due diligence in attempting to contact the family. We were prepared to present the new policy today, but we have not heard back from CSO on their approval of the language we proposed in the revised policy.

In regard to testing, NYS is still pushing back at Federal Gov't. refusal to approve its waiver request to cancel state assessments and Regents exams. The state sent a survey to all schools in NY to assess how each school is assessing their students and how that is being communicated to parents. It is due on Friday, March 12.

The Pathways Program will be officially announced in the next few weeks. In conversations with David Frank, he was very supportive and said this would make CSAT stand out from other charters. He would like to see quality internships offered to students.

A Board member asked about any further update on the possibility of relaxing the 6ft. rule to 3ft. Mr. Lyle indicated that there is no update yet from NYS.

Principals Report-

K-5: Mrs. Jurewicz reported that the Elementary School is now fully hybrid. We have accommodated nearly every parental request for their child's education. Our staff has been amazing, and the school is very proud of all they have done. We are now mining data from iReady diagnostics. Our counseling staff is pushing into classrooms and conducting virtual sessions with remote learners to address social/emotional issues.

6-8: Mr. Favata informed the Board that the Middle School is excited to announce that 99 7th graders and 96 8th graders will return on March 26 for 4 day a week in-person learning. This is in addition to the current total of 85 6th graders who are currently attending 4 days a week. The parents have been cooperative, and the staff has been simply incredible. Plans are in place to continue working with our remote learners.

9-12: Mr. Lutterbein said that the school has completed two weeks of hybrid learning. It was good to have students back in the building. Our staff has also been outstanding. They are focused on making sure all students stay connected to the school. We have had little to no issues with dress code and the seniors who have a bit of a relaxed dress code have complied fully. We hope that we will be able to increase our hybrid number in the 4th quarter.

PERMANENT BOARD COMMITTEE

Quality Assurance-Mrs. Pasioka referenced page 8 of the QA report on attendance and engagement. We have stayed consistent as of Feb. 19 with CSAT's average attendance at 94.4%. The younger grades attendance is lower as they do rely heavily on parents getting them to school, so we continue to work on that issue. While NYS looks for schools to achieve 90% attendance, CSAT exceeds that with roughly 95%.

The committee also spent time discussing the High School data as it concerns the midterms. There were some students who did not complete the ELA midterms despite multiple attempts to contact home. The results for Algebra 1, Geometry and Algebra 2 were much better, with an 80% pass rate. We also discussed the issue of younger students being behind in their academic progress, so mining iReady data will be important. The possibility of holding back some students was discussed and how that may affect the lottery.

There was discussion on the possibility of having a summer program and how that may work.

Career Readiness-Mr. Berti reported on the recent Career Readiness meeting of March 4. The discussion centered around the goal of achieving 100% mandatory student participation in internships. We will continue to strengthen our relationship with our industry partners in order to achieve that goal. The Job Board, which was shared with all of the Board members, is now available to our students and their families. We need to encourage students to apply for those open positions, even if they may not at first have all of the requirements for the position. The Early College Program is a go. Mr. Lutterbein joined the discussion and mentioned that the marketing piece is in progress and the timeline for the roll-out is included in the Career Readiness report. A soft opening will be held soon with the official public launch set for May.

AD HOC COMMITTEES

Appeals- No report

CSAT Foundation, Inc.- Mr. Quackenbush mentioned that the Oishei Foundation is willing to help us link up with other funders we are interested in our career readiness initiative. We had a productive meeting with M&T Bank and are now preparing a grant application to their Foundation. We have a meeting on Friday with West Herr Auto Group which we hope will result in their joining as one of our industry partners and as a possible Foundation donor.

Mr. Quackenbush also reminded the Board about providing names for possible Board membership. There is one person who has expressed interest. We will meet with that person soon.

OLD BUSINESS

None

NEW BUSINESS

Enrollment- Mr. Loveria reports that we are one student short of our full capacity of 2365. We have received approximately 500 applications so far, 158 of which are for Kindergarten. The lottery is slated for April 12. We continue our marketing efforts, with a concentration on digital and social media.

Personnel- Mr. Lyle reviewed the personnel report which lists new hires in high school and elementary school and re-hires (cafeteria staff) as well as new substitutes and coaches, now that sports have returned. Other than that, no major changes.

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

ADJOURNMENT A motion to adjourn the meeting at 6:05pm was made by Mr. Cinquino, seconded by Mr. Donnelly. Motion approved.

Next Meeting: April 13, 2021, 4:30pm