

Charter School for Applied Technologies
317 Vulcan Street, Buffalo, New York 14207
BOARD OF TRUSTEES MEETING 10/13/2020

MINUTES

BOARD MEMBERS PRESENT: In person, David Quackenbush, John Cinquino, Joseph Berti, Michael Keller, Kenneth Robinson, Steve Kottakis **Via Teleconference:** Lisa Smith, Ian Donnelly, Karen Kelley

UNABLE TO ATTEND: Andrea Pasioka, Danielle Salasavage, Michael Stevens

OTHERS PRESENT: In person: Andrew Lyle, Garrick Loveria, Tanya Moore, Robert Shannon, Ann Morgante, Brett Lutterbein, Sue Jurewicz, Nadine Williamson, Thomas Sullivan, Keith Banas, Mrs. Perez (parent) **Via Teleconference:** Anthony Favata, Nicole Killion, Daniel Scholze

MINUTES

Motion to approve the September 8, 2020 Minutes, including permanent committee reports and those submitted under ad hoc committee, made by Mr. Berti, seconded by Mr. Cinquino. Minutes approved.

PUBLIC COMMENTS

Mrs. Melissa Perez, parent of 5th grader, spoke of her concerns about receiving communications as she is not the custodial parent. She asked the Board if they would assist her in resolving this issue. Mr. Quackenbush asked Mr. Lyle to investigate this matter.

PRESENTATION

None

ADMINISTRATIVE REPORTS

Cabinet Report- Mr. Lyle welcomed new Board member, Steve Kottakis. Mr. Lyle's time as of late has been spent dealing with Erie County Dept. of Health & State Education Dept. with daily reporting requirements related to cases of COVID-19. All three school buildings have had at least one adult COVID-19 case and now one student case. All required protocols including contact tracing have been followed. Out of an abundance of caution, the Middle School will be completely sanitized with the staff working remotely from home for the next few days. The parent survey for K-2 is complete which provided us with the number of students who chose hybrid and those

that will remain remote. We also forwarded the names and addresses of hybrid students to school districts for busing. Mr. Lyle commended the faculty and staff for the outstanding job they are doing in these most difficult times. The staff continue to do daily screening and temperature checks. As a school, we are stellar as compared with other schools/districts. Mr. Lyle asked the Board to carefully review the packet that was sent to them as a few items will require a Board vote.

A question was asked about connectivity and parent/student concerns. Mr. Shannon responded that one person in IT is assigned to take phone calls or email concerns about technical issues. All parents who requested laptops have received them. We have additional laptops if needed. The school has arranged for 65 hot spots.

Principals Report-

K-5: Mrs. Jurewicz discussed the planning process that has been underway at the elementary building as they prepare to welcome K-2 students back on Nov. 2. The parent survey revealed that 254 families have opted for hybrid learning: K:88, 1st: 84, 2nd: 82. A total of 325 have opted for remote learning: K:105, 1st: 109, 2nd: 111. In order to follow all required protocols, specials and intervention teachers will assist with hybrid learning. Classes will hold between 8-10 students. PE will remain as students need this for their social and emotional well-being. The issue moving forward is staffing, as more parents may decide to send their children to school. Students are divided into learning days, with one group learning on Monday/Tuesday, the other group Thursday/Friday, with Wednesday as all remote.

The Planning process consisted of three committees: Building Level Procedures, Academic Planning and Student Expectations/Protocols. There were several issues discussed in each committee. A few examples are: scheduling both hybrid and remote learners, teacher changes that were necessary with two different learning models, keeping both hybrid and remote students on same learning targets, transportation, sanitizing, lunches, etc... Mrs. Jurewicz provided pictures of classrooms, lunch room, hallway and gymnasium set-up with new protocols.

There will be a wait list for parents who would like to switch to hybrid learning. The next hybrid enrollment period is January, 2021.

A number of comments were made by Board members, most notably the number of issues with just K-2.

Mr. Banas, who is President of CSAT teacher union, said his members are supportive of the initiatives that the administration has taken and thanked them and Board for including the teachers in the planning process. He mentioned that CSAT is further ahead than many schools.

Mr. Loveria and Mrs. Moore also commended Lori Allan for the fine work she has done with keeping parents informed via CSAT website.

PERMANENT BOARD COMMITTEES

Quality Assurance- Mrs. Williamson presented the QA report (see pgs. 7-9 in Board packet). On page 7, your attention is drawn to the update of CSAT's Strategic Plan. The changes are in blue and green. In addition, there were 5 goals discussed at the Sept. 25 QA meeting. Goal 1 concerns iReady diagnostics which have begun in Grades 1-8. At this point, NYS has not granted any waiver for assessments. Goal 2 regards the decrease in discipline cases. Even prior to March, there was a decrease in discipline cases due to MTSS. Goal 3 relates to the transition to mainly remote learning and professional development. Goal 4 is the budget for QA. Goal 5 is parent survey results, which indicate satisfaction with remote learning and parent communication. Charters are outperforming public schools in these two areas.

Other items discussed were device roll-out, attendance, which has been excellent so far, support for struggling/non-engaged students, updates to NYS assessment standards, addressing our curriculum losses during COVID (March-June) 2020, HS student orientation and faculty professional development. The next QA meeting is Oct. 30, 2020.

A question was posed on how we are addressing concerns of special education students. The school is reaching out by phone with parents and students to assist them as needed.

Finance- Mr. Cinquino discussed the firms that CSAT uses for portfolio management. There is one firm that has been underperforming the other two. The Finance Committee has decided to replace the one firm, retain the other two and hire two more firms to assist. The Finance committee is introducing two separate resolutions, to be voted on separately, regarding this change.

Resolution One: Be it resolved that The Charter School for Applied Technologies will terminate the agreement with Winthrop Partners and engage the services of Currier Capital. A motion to accept the resolution is made by Mr. Cinquino, seconded by Mr. Keller. Motion approved

Resolution Two: Be it resolved that The Charter School for Applied Technologies will engage the services of Sandhill Investment Management. A motion to accept the resolution was made by Mr. Cinquino, seconded by Mr. Keller. Motion approved.

Career Readiness- Mr. Berti referred the members to pgs. 11-13 of the packet on the recent Career Readiness committee meeting. The Bridge Program was discussed in length at the meeting. Mr. Lutterbein commented that students who are enrolled in the program will be taking career specific college level courses. Buffalo State College is assisting CSAT in securing grants. One of the major goals is to instill in students the perseverance and grit needed in order to succeed in college. A student who shows perseverance and grit is eligible to earn up to 50 college credits. The CSAT Foundation will be tasked with assisting in securing funds for the Bridge Program.

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AD HOC COMMITTEES

Appeals- No report

Facilities- Mr. Keller noted that the new surface lot at Kenmore and Vulcan is complete, however, it was over budget due to increased costs for landscaping and dirt removal. As a result, this leaves only a small amount of monies available for this school year.

CSAT Foundation, Inc.- Mr. Quackenbush asked the members to review the Mission and Vision of the Foundation (see pg. 13 of packet). The members of the Foundation Board and Officers are listed. The first meeting of the Foundation will take place on Oct. 20, 2020. The Funding Priorities of the Foundation are listed as well.

OLD BUSINESS

NEW BUSINESS

Enrollment- Mr. Loveria referenced the enrollment number which currently stands at 2360. The challenge with Kindergarten remains, but this issue is in all schools. There has been an increase in the number of student applications.

Personnel- Mr. Lyle reviewed the Personnel report, noting position changes and a few resignations. Sadly, the first employee lay-offs were in food service. A motion to accept the Enrollment and Personnel report as made by Mr. Cinquino, seconded by Mr. Berti. Motion approved.

Other-Mr. Lyle asked the members to review pg. 6 of the packet which lists adjusted terms of the Board members. This requires a vote. A motion to accept the adjusted terms of the Board members was made by Mr. Berti, seconded by Mr. Robinson. Motion approved.

Mr. Quackenbush thanked Mr. Lyle for his leadership during this unprecedented time with COVID-19. He has done an outstanding job!

ADJOURNMENT

A motion to adjourn the meeting at 6:25pm was made by Mr. Robinson, seconded by Mr. Berti. Motion approved.

Next Meeting: November 10, 2020, 4:30pm