

Charter School for Applied Technologies
317 Vulcan Street, Buffalo, New York 14207
BOARD OF TRUSTEES MEETING 9/8/2020

MINUTES

BOARD MEMBERS PRESENT: In person, John Cinquino, Joseph Berti
Via Teleconference: David Quackenbush, Andrea Pasioka, Michael Stevens, Karen Kelley, Danielle Salasavage

UNABLE TO ATTEND: Kenneth Robinson, Michael Keller, Ian Donnelly, Lisa Smith

OTHERS PRESENT: In person: Andrew Lyle, Garrick Loveria, Tanya Moore, Robert Shannon, Ann Morgante, Brett Lutterbein, Anthony Favata, Michele Fiorella, Lindsey Dust, Thomas Sullivan, Keith Banas, Daniel Scholze **Via Teleconference:** Sue Jurewicz, Nicole Killion

MINUTES

Motion to approve the August 11, 2020 Minutes, including permanent committee reports and those submitted under ad hoc committee, made by Mr. Quackenbush, seconded by Mr. Cinquino. Minutes approved. It is noted for the record that this is the first motion made by Mr. Quackenbush in his 20 years as a Board member.

PUBLIC COMMENTS

None

PRESENTATION

None

ANNUAL MEETING BUSINESS

Mr. Loveria presented the names of trustees for ratification and confirmation. The trustees whose terms have been adjusted for a three- year term to expire Sept. 1, 2023 are Ian Donnelly, Andrea Pasioka, Danielle Salasavage and Lisa Smith. A motion to accept the trustee terms was made by Mr. Cinquino, seconded by Mr. Berti. Motion approved. Additionally, Joe Berti to an adjusted term to expire Sept. 1. 2022 and David Quackenbush requested his term be reduced by a year to expire Sept. 1, 2021. Motion to accept the trustee terms was made by Mr. Cinquino, seconded by Karen Kelley. Motion approved.

Mr. Loveria presented the slate of Board Officers; President: David Quackenbush, Vice-President: Joseph Berti, Treasurer: John Cinquino and Secretary: Karen Kelley. A motion to accept the slate of officers was made by Mrs. Pasieka, seconded by Mr. Cinquino. Motion approved.

Mr. Loveria presented the list of committee assignments (see pg. 9 board packet). Mr. Loveria advised the board members to review the listing and contact Mr. Quackenbush if changes to your assignment(s) are needed. In addition, Mr. Loveria included the by-laws in the board packet and asked the members to re-acquaint themselves with the document.

ADMINISTRATIVE REPORTS

Cabinet Report- Mr. Lyle said that as of August 31, 2020, the remote learning model began and so far things are going well. The teachers have been doing an outstanding job. We will continue to monitor things as the next few weeks of remote learning continues. Today, a parent survey was sent asking parents if they would send their child to school in a hybrid model or continue with remote learning and would they send their child on a bus or would they transport them by car. At the moment, the responses show 171 parents would keep their child home. The parents have until Friday to let us know. The principals will meet with Mr. Lyle on Thursday to outline a plan for Hybrid learning. There is a concern with bus transportation and whether the charters will be negatively impacted on arrival and dismissal times. We have to inform all districts by Sept. 30 what our student bus numbers are. All students have been provided laptops for remote learning, expect for Grades K & 1. We will be providing devices to those students soon. Mr. Berti & Mr. Cinquino express the hope that CSAT is focused on bringing students back to school, regardless of what other school districts are doing. They also inquired about meals. Mrs. Moore said that meals are provided Mon-Fri. The number of meals is down compared to March-May of last school year. Mr. Lyle indicated that attendance is taken on a daily basis and is counted even if a student does not log in until evening.

Principals Report- Mr. Lyle reintroduced Mr. Anthony Favata, who has since been appointed Principal of the Middle School, replacing Mr. Gregory Mott. Also introduced was Mrs. Michele Fiorella, the new Middle School Assistant Principal.

6-8: Mr. Favata commented that his priority to begin the year is to introduce himself to the school community, especially the students and parents. The teachers have been doing outstanding work. We had 5 teachers who had perfect attendance last week! We have supports in place for parents and students, especially for those who are not on-line or who are having issues logging in. We have had our social worker make home visits, delivering supplies and meals. We will have distribution of additional supplies next week.

K-5: Mrs. Jurewicz indicated that attendance has been @90% so far. We continue to work with our parents on attendance and logging in. Please keep in mind that our K & 1 families do not have devices to check-in. We are almost complete with kindergarten screening. We recently purchased additional supplies for our student packets. The final day for pick-up is Thursday, from 8am-8pm. Our teachers have connected in some fashion with every parent, which is awesome! We will be having a Welcome Back-to-

School Parade on Wednesday from 2-4pm. One of our parents, who works at a day care center commented that CSAT is doing a great job in comparison to other schools with remote learning.

9-12: Ms. Morgante mentioned that High School Orientation Week went very well and the Parent Survey comments were quite positive. Attendance has been very high, and today only 2 absences were reported! Our classes with remote learning have been scheduled so that students have break time so they are not on their computers more than 5 hours a day.

Mrs. Salasavage, who is both a board member and a parent, thanked the high school staff for doing a great job with remote learning.

PERMANENT BOARD COMMITTEES

Finance- Mr. Cinquino gave an update on CSAT's Portfolio. The market has seen a lot of volatility in recent months. We have 3 investment firms that manage our portfolios. The overall results so far this year show that one is up 4.7%, another up 11.6% and the other is at break even for the year. Each of the firms have different strategies to reflect down markets and make adjustment as needed. We continue to interview investment firms that align with CSAT's beliefs. We will begin the annual audit in a few weeks.

AD HOC COMMITTEES

Appeals- No report

Facilities- Mr. Shannon showed a picture of the new surface lot at the corner of Vulcan and Kenmore Avenue. The lighting still needs to be installed.

Mr. Quackenbush commented that the parents need to know how the parking and drop-off procedure will work. Mr. Lyle said that a letter would go out shortly regarding that issue.

Nominations- Mr. Quackenbush would like the Board to consider the nomination of Mr. Steve Kottakis as a new member of the CSAT Board of Trustees (see pgs. 11 & 12 of board packet for his resume). Mr. Berti gave a brief overview of Mr. Kottakis career and family and feels he would be an excellent addition to the Board. A motion to approve Mr. Steve Kottakis as a member of the CSAT Board was made by Mr. Cinquino, seconded by Mr. Berti. Motion approved

OLD BUSINESS

Transportation- Mr. Quackenbush commented on the bus transportation issue. He said that CSAT has been pro-active with this matter and will continue to be vigilant so that our students and families receive the same service on a timely basis as the public schools do for their students.

Foundation- Mr. Quackenbush said that he is waiting on an invoice from the law firm. The Foundation Committee will be meeting soon to begin their work. Members of the

committee are Kenneth Robinson, Robert Bennett, Robert Mikulec and Garrick Loveria. Mr. Stevens mentioned his experience in Foundation work that the start-up year is always the most challenging.

NEW BUSINESS

Enrollment- Mr. Loveria referenced the enrollment number which currently stands at 2361, down 4 from our maximum enrollment of 2365 (see pg. 13 of Board packet). The Kindergarten numbers are the lowest. Mr. Lyle mentioned that Kindergarten numbers are down in many schools. There was discussion on reasons for that, including more charters and the fact that parents are not sending their 5 year old children to school, mainly out of fear. CSAT will begin advertising and visit day care centers to encourage kindergarten enrollment.

Personnel- Mr. Lyle reviewed the personnel report. There are new teacher and substitute teacher hires and position changes, along with several resignations. Mr. Lyle mentioned the title change for Mrs. Moore to Assistant Superintendent of Business, Finance & Human Capital. He acknowledged Mrs. Moore outstanding work at CSAT during her tenure as Chief Financial Officer. A motion to accept the Enrollment and Personnel report was made by Mr. Cinquino, seconded by Mrs. Kelley Motion approved.

Policy- Data Privacy-Mr. Shannon reminded the Board that the Data Privacy Policy was introduced at the August meeting. As there was no discussion, a motion to accept the Data Privacy Policy was made by Mr. Cinquino, seconded by Mr. Quackenbush. Motion approved.

DASA Coordinators-Ms. Dust proposed changes to the DASA Coordinators at the Middle School & High School. DASA stands for Dignity for All Students Act that provides for a safe environment for students in NY State. The new coordinator at the Middle School is Jared Lincourt and at the High School, Courtney Doyle. This requires a Board vote. A motion to accept the new DASA Coordinators was made by Mrs. Kelley, seconded by Mrs. Pasioka. Motion approved.

ADJOURNMENT

A motion to adjourn the meeting at 5:55pm was made by Mr. Cinquino, seconded by Mr. Berti. Motion approved.

Next Meeting: October 13, 2020, 4:30pm