

Charter School for Applied Technologies  
317 Vulcan Street, Buffalo, New York 14207  
**BOARD OF TRUSTEES MEETING 6/9/2020**

**MINUTES**

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

**UNABLE TO ATTEND:**

**OTHERS PRESENT: In person:** Andrew Lyle, Tanya Moore, Robert Shannon, Thomas Sullivan, **Via Teleconference:** Garrick Loveria, Sue Jurewicz, Gregory Mott, Daniel Scholze, Nicole Killion

**MINUTES**

Motion to approve the May 12, 2020 Minutes, including permanent committee reports and those submitted under ad hoc committee, made by Mr. Berti, seconded by Mr. Mikulec. Minutes approved.

**PUBLIC COMMENTS**

None

**PRESENTATION**

Mr. Quackenbush announced to the Board that Mr. Robert Mikulec would be stepping down from the Board at the end of June, after 20 years of service as a Board member. Mr. Quackenbush reflected on Mr. Mikulec's accomplishments as a founding member of the school and its Board of Trustees. The school is a better place because of his years of unfailing service to the mission of CSAT. Mr. Mikulec has agreed to continue his association with CSAT as a member of the Foundation Board and to help compile a history of CSAT. Mr. Keller reflected on his 40+ year friendship with Mr. Mikulec. On behalf of the Board, Mr. Quackenbush presented Mr. Mikulec with several gifts and mementos. Mr. Mikulec expressed his thanks and his continued commitment to CSAT.

**ADMINISTRATIVE REPORTS**

**Cabinet Report & Principals Report-** Mr. Lyle mentioned that the NYS Board of Regents yesterday decided to revote and granted a full 5- year renewal to Buffalo Academy of Science Charter School. There is a concern that the Regent who represents

WNY, Catherine Collins, is not supportive of Charter Schools and voted originally to deny Buffalo Science its renewal. This recent experience has emboldened the charter school leaders and other members in the WNY community to support and strengthen one another as we face this issue. One other important aspect that came out of the Regents meeting yesterday is that they may add another benchmark on racial make-up of school leadership and faculty. Mr. Lyle distributed a recent Buffalo News editorial by Philip Rumore, Buffalo Teacher Union President on charter schools, and a fact sheet for board members should they need talking points when speaking to others about charter schools.

Mr. Lyle also had high praise for the outstanding job that the High School has done for this year's graduation. It is a drive-thru event that is taking place today through Friday from 2-6pm. The graduation is being recorded and will be spliced together and made available to all graduates. In addition, Mr. Lyle thanked the building principals who have continued to work with teachers, staff and families in distributing work and returning personal belongings to students. Kudos also to Mr. Shannon and his technology team for their outstanding work on laptop distribution and providing on-line educational experiences for each grade level.

### **PERMANENT BOARD COMMITTEES**

**Finance-** Mr. Cinquino introduced the 2020-2021 budget. This budget is a breakeven budget on a somewhat cash basis. He complimented Mr. Lyle & Mrs. Moore on their work to achieve the budget during this difficult time. Mrs. Moore highlighted these aspects of the budget:

- The revenue formula includes a multiplier less than one percent (0.945) which creates a reduction in per pupil revenue in each district
- There is a possibility, as per Gov. Cuomo, of an additional cut in school aid up to 20%, which if realized would be a shortfall to CSAT of \$6 million
- In preparation of new and ongoing student needs when returning to the classroom, staffing levels remain the same
- Additional costs are included for cleaning supplies, PPE and classroom supplies

Key Drivers in the budget include:

- We have maximized our charter approved enrollment/number of seats, no increase this year
- The budget is predicated on enrollment at 99%
- Salaries: Union: 3% or BTM  
Non-union: 3%  
Admin: no raise
- Health Care: decrease of 1.3%
- Slight increase in Teacher Retirement System
- Change in Net Assets: Not inclusive of depreciation
- Teacher Days are slightly modified
- Per Pupil decrease example: Buffalo -2.2%, Ken-Ton -5.1%

- Enrollment: Based on 2341 students (budget reflects 99%)
- Revenue: \$33,933,972; Expenses: \$33,917,280 (excl depreciation)

Mr. Quackenbush asked if there is an update on the SPED intercept with BPS. Mrs. Moore commented that Buffalo has already taken 2 payments from CSAT, the remaining payments will be accrued into 2019-2020 and are not factored into the budget.

Mrs. Kelley asked what the implications are for a worst-case scenario of an additional 20% cut from NYS. Mr. Cinquno replied that if that happens, we would have to come together to see how we could factor in a \$6 million loss. Mr. Lyle said that with our past surplus we would fare better than other charters who would be in a perilous situation.

Mr. Mikulec asked if our investment income is factored in. Mrs. Moore said that the 2020-2021 budget includes a conservative estimate of anticipated interest income.

A motion to accept the 2020-2021 budget was made by Mr. Keller, seconded by Mr. Mikulec. Budget approved.

### **AD HOC COMMITTEES**

**Appeals-** None

**Facilities-** Mr. Keller said that the surface lot construction is a bit behind because of rain and drainage issues but has begun. We are still on schedule to complete the project by end of July. As for the crosswalk, we will start soon. CSAT will pay for the installation and the Town of Tonawanda will be responsible for the upkeep.

### **OLD BUSINESS**

**Pillars/Pathways-** Mr. Berti introduced the Pillars to Pathways proposal as a critical component of CSAT's mission of preparing students for lifetime careers. The Pillars to Pathways is a system for monitoring, managing and reporting the ongoing preparation of K-12 students for life after CSAT. This program is aligned with CSAT's mission of preparing our students for whichever path they choose, whether it be college or directly into a career. Mr. Berti is hopeful that once the new CSAT Foundation is fully operational, it would be able to support this effort. The initial investment is \$200,000, which is for consultative services and part-time administrative costs.

There was concern expressed by board members on this proposal. Those concerns included:

- Cost of the program considering the current budget and possible further cuts in aid
- Need to devote our resources to academic & student support services
- Lack of specific details of the proposal
- The overall cost of the program in future years

Mr. Berti did note that the surplus that CSAT has will make it possible for this program as it is an investment in our mission. Mr. Quackenbush noted that this effort would help CSAT stand out among other schools, both public and charter.

Mr. Berti made the following motion: "A motion for the CEO to begin the planning process of Pillars Supporting Pathways, which is the program that will measure program evaluation which is core of our Mission. To help the CEO succeed, we ask for an initial investment of \$200,000 for the first year's expense of consulting services and part-time administrative cost". The motion was seconded by Mr. Mikulec. Motion approved.

Mrs. Smith asked that pro-forma be provided to Board members in order to access the deliverables.

### **NEW BUSINESS**

**Enrollment-** Mr. Loveria reviewed the current enrollment, which is down by 2 from last month, now at 2342. We are down @20 for Kindergarten, all other grades are set. We are running new advertisement on Ch. 2. The TV spot WGRZ created for CSAT won a TELLY award in the schools category. Congrats and thanks to our Communication Office, Lori Allan and Emily Lyons, for their work on the TV spot.

**Personnel-** Mr. Lyle reviewed the personnel report. There is nothing new to report except for an update on Family Leave requests.

A motion to accept the Enrollment & Personnel report was made by Mrs. Smith, seconded by Mrs. Pasioka. Motion approved.

**Policy-** Mr. Loveria requested the Board vote on policy for Immunization. The Immunization update clarifies the school and parent responsibilities. The update was introduced at the May meeting and is in your binder. A motion to accept the Immunization Policy was made by Mrs. Kelley, seconded by Mrs. Pasioka. Motion approved. Mr. Loveria is tabling the Mandated Reporter update as he is awaiting further information. Mr. Shannon had planned to introduce Data Privacy policy; however, he will wait to introduce this at the August meeting.

### **ADJOURNMENT**

Motion to adjourn the meeting @6:30pm made by Mr. Mikulec, seconded by Mr. Keller. Motion approved.

**Next Meeting: June 23, 2020, 4:30pm**