

Charter School for Applied Technologies
317 Vulcan Street, Buffalo, New York 14207
BOARD OF TRUSTEES MEETING 3/10/2020

MINUTES

BOARD MEMBERS PRESENT: David Quackenbush, Michael Keller, Joseph Berti, Andrea Pasioka, Michael Stevens, John Cinquino, Danielle Salasavage, Ian Donnelly (by phone)

UNABLE TO ATTEND: Karen Kelley, Lisa Smith, Robert Mikulec, Kenneth Robinson

OTHERS PRESENT: Andrew Lyle, Tanya Moore, Garrick Loveria, Ann Morgante, Gregory Mott, Sue Jurewicz, Brett Lutterbein, Thomas Sullivan, Daniel Scholze, Keith Banas, Nicole Killion

MINUTES

Motion to approve the February 11, 2020 Minutes, including permanent committee reports and those submitted under ad hoc committee, made by Mr. Berti, seconded by Mrs. Pasioka.

Minutes approved.

PUBLIC COMMENTS

None

PRESENTATION

None

ADMINISTRATIVE REPORTS

Cabinet Report-Mr. Lyle gave an update on the COVID-19 virus outbreak. As of today, no cases have been reported in Erie County. If a student, faculty or staff member contracts the virus, we must report that individual to Erie County Health Department and close the school in order to clean the facility. We are also required to contact State Ed to inform them of the closing. We then need to re-file with the County and State Ed in order to re-open. The closing would include all three school buildings. In dealing with a protocol to follow, we have not been able to find a school district nationwide that has any type of protocol on infectious disease outbreaks. We use our own staff to clean and sanitize. There is continuous cleaning of all surfaces and the staff is doing a good job. You will also see in your packet a thank you from the Tonawanda Police Department regarding our cooperative efforts with lockdown drills. They acknowledged the letter sent from Garrick Loveria on their website and Twitter account. As for the blueprints that David Quackenbush provided on the Curtis-Wright building, the site of the

elementary school, we are working on a display board which will consist of several portable units to commemorate CSAT's 20th anniversary next year. Emily Lyons and Tom Sullivan are working on that now. Lastly, a reminder that the annual Career Convention is set for March 26, 2020. We are monitoring the COVID-19 situation as this may impact this year's convention.

Principals Report

K-5: Mrs. Jurewicz discussed the recent cultural celebration that focused on Black authors during Black History Month. We are conducting a school-wide behavioral incentive program with Lucky Bucks. We are also focusing our efforts on iReady diagnostics as well as monitoring attendance. The current average daily attendance is 96%. Kudos to Cinde Cozad, our Greenhouse Operations person who is doing a fantastic job with the students.

Gr. 6-8: Mr. Mott also focused his attention on the school wide Black History Month celebrations at the Middle School. The themes were freedom, diversity & pride. A highlight was a recent field trip to the Buffalo Tesla plant as part of the Girls Engineering Day. There were 60 Middle School girls who participated.

PERMANENT BOARD COMMITTEES

Quality Assurance-Mr. Lyle referred the Board members to pages 9-15 of their packet. The meeting consisted of looking at high school data in ELA. As you can see, the high school has seen significant growth in that area. The ELA coach is working with teachers across all disciplines. Ms. Morgante and Mr. Lutterbein then discussed how the high school has raised the bar on mastery level. That was done through professional development in student centered instruction. The results were seen in the January Regents exams. That was evident even with our special education students, especially in student writing. We are seeing higher level work in all disciplines. You will see in the Performance Level Charts the rise in level's 4 & 5 from the January data. The Regents exam was taken by 75 students, including our English Language learners and Special Education students. Please note the dramatic improvement in all the levels.

Mr. Lyle indicated that he has received a final draft of the charter renewal. The review is for factual corrections only. Of the 10 areas CAST is evaluated on, we have met 9 of 10, with the exception of our ESL and Special Ed. students. The report will now go to the State Board of Regents for their April meeting. Mr. Lyle is confident that CSAT will be granted a 5-year renewal.

Finance- Mr. Cinquino commented on the recent volatility with the Stock Market and CSAT's portfolio. The good news is that one portfolio is down only 1% and the other is down less than 5%. The portfolios are very diverse and the loss-to-date is minimal. Mr. Quackenbush noted that volatility has taken place for years in the stock market. We have very good investment managers and we will stay the course

AD HOC COMMITTEES

Appeals- None

Development- Mr. Quackenbush referenced the two items in the Board packet, Understanding Fund Development through the Trustee Lens and the NY State Filing receipt on CSAT Foundation. Mr. Quackenbush advised the Board members to review

the packet and to understand their role as advocates for donor cultivation. The hope is that the foundation will be up and ready by the end of the year.

OLD BUSINESS

None

NEW BUSINESS

Enrollment- Mr. Loveria reviewed the current enrollment which stands at 2350. The marketing efforts are now concentrated on High School Open House and the Lottery. At present, we are down 15 applications from this time last year. This is due in part to three new charter schools opening next year. The metrics from the marketing efforts on Ch. 2 are good, including the digital campaign. The lottery is scheduled for Friday, April 3, 2020.

Personnel- Mr. Lyle reviewed the personnel report. The report is self-explanatory, with new hires, substitutes, position changes, resignations and Family Leave requests. The school has hired Michael Walter as the new Director of Family Support & Engagement. He replaces Sarah Rohde. A motion to accept the Enrollment & Personnel report was made by Mrs. Salasavage, seconded by Mr. Cinquino. Motion approved.

Proposed 2020-2021 Calendar- Mr. Lyle asked the Board to review the proposed calendar for the 2020-2021 school year. The calendar next year is based on Buffalo's calendar and not BOCES. We are still waiting on scoring days from Buffalo. The Board is asked to approve the calendar at the April Board meeting.

ADJOURNMENT

Motion to adjourn the regular meeting at 5:50pm and move to Executive Session made by Mr. Donnelly, seconded by Mr. Berti. Motion approved. No action requiring Board vote arose. Motion to leave Executive Session and adjourn the regular meeting at 6:20pm made by Mr. Keller, seconded by Mrs. Pasioka. Meeting adjourned.

Next Meeting: April 7, 2020, 4:30 p.m.