

Charter School for Applied Technologies
317 Vulcan Street, Buffalo NY 14207
BOARD OF TRUSTEES MEETING 1/14/2020

MINUTES

Board Members Present: David Quackenbush, John Cinquino, Michael Keller, Joseph Berti, Robert Mikulec, Ian Donnelly, Danielle Salasavage, Kenneth Robinson

Unable to Attend: Andrea Pasioka, Michael Stevens, Lisa Smith, Karen Kelley

Others Present: Tanya Moore, Garrick Loveria, Ann Morgante, Gregory Mott, Brett Lutterbein, Adam Buffomante, Thomas Sullivan, Keith Banas, Daniel Scholze, Nicole Killian, Elaine Reynolds, Brian Sibbetts, Sarah Martinez

MINUTES

Motion to approve the December 9, 2019 Minutes, including permanent committee reports and those submitted under ad hoc committee, made by Mr. Berti, seconded by Mr. Mikulec. Minutes approved.

PUBLIC COMMENTS

Elaine Reynolds, Library Media Specialist, welcomed the Board to the Middle School and invited them to a tour of the school following the meeting.

Sarah Martinez, HS Music Teacher, announced that this year's musical is "Matilda the Musical", which will take place March 6-8, 2020.

PRESENTATION

Ms. Donna Gonser & Mr. Robert Torella from Lumsden & McCormick provided an overview of the 2018-2019 audit for CSAT. A detailed audit packet was provided to each Board Member. Ms. Gonser said that the audit went very well. There were no audit difficulties or disagreements with management, as well as no significant audit adjustments or material weaknesses. The improvements seen from the previous year were in key account reconciliations and cash receipts. The school has a healthy financial situation. Mr. Torella highlighted the Statement of Activities. The expense side showed nothing out of the ordinary. The receivables showed an increase which was mainly a timing issue. The auditors were asked to compare CSAT's financial

standing as compared to other schools/school districts that Lumsden & McCormick provide audit services for. Ms. Gosner reported that CSAT is in a very strong position financially as compared to those schools.

PERMANENT BOARD COMMITTEES

Finance- Mr. Cinquino lauded the efforts of Mrs. Moore and her staff for the fine work that they do and for the wonderful working relationship that CSAT has with Lumsden & McCormick.

AD HOC BOARD COMMITTEES

Appeals – Mr. Donnelly noted that there are 2 appeals currently in process. There was one appeal which was recently denied. Mr. Donnelly inquired about the services we provide to students and families to help alleviate the behaviors the students are exhibiting. It would help the Board understand what we provide. Mr. Robinson commented that it might be a good idea to engage outside organizations to assist. Mr. Loveria mentioned that the school will soon be hiring a new Family Support Center Director to help address the concerns mentioned as well as expressing a keen interest in looking at every resource that is available to assist our families.

OLD BUSINESS

Therapy Dog-Mr. Loveria referred the Board to the handout which would spell out the stipends that would be given to new therapy dog handlers as well as to the mentor teacher. As the current therapy dogs are aging and will need to be replaced soon, this is a good time to begin the process of selecting new dogs. After discussion, the following resolution was adopted:

1: An annual budget item of \$2500 dedicated to the medical/health and certification for handlers of therapy dogs. All unused fees will be rolled over. A motion to accept the resolution was made by Mr. Berti, seconded by Mr. Cinquino. Motion approved.

NEW BUSINESS

Enrollment – Mr. Loveria reviewed the enrollment report (pg. 5); the current enrollment is down slightly from December, 2,345. There will be new students starting in the elementary and high schools shortly.

Personnel Report – Mr. Loveria reviewed the personnel report (pgs. 6-8). The report is self-explanatory with new hires, new substitutes, position changes, resignations and Family Leave requests. A motion to accept the Enrollment and Personnel reports was made by Mr. Mikulec, seconded by Mrs. Salasavage. Motion approved.

Foundation- Mr. Robinson and Mr. Quackenbush provided an update on the work of the CSAT Foundation. You received in your packet the IRS form for filing purposes for the Foundation. We are still looking for Board input for individuals to be on the design team. The Board's input is very important so please contact Mr. Robinson with names of individuals you feel would be

good for design team and to serve on Foundation Board. That Board will be small, perhaps 3. Those individuals need to be in sync with CSAT Board in order to make this endeavor successful.

ADMINISTRATIVE REPORT

Cabinet Report- Mr. Loveria referred to the handout on the Superintendent Evaluation. The Board is asked to review the items in the evaluation.

Mr. Loveria invited Mr. Sibbetts, HS Music teacher to address the Board regarding the proposed Band trip to Boston. Mr. Sibbitts provided a handout describing the trip, scheduled for May 29-31, 2020. The trip will be attended by 55-60 students, along with 7-8 chaperones, consisting of CSAT staff and parents. The total cost per student is @\$650. The per student cost will be reduced as a result of a dedicated budget line of \$9,000 for Band, along with @\$11,000 in Band Booster account. This reduces the cost @\$315 per student. Along with additional fundraisers such as Coupon Books, Pie and Candy Bar sales, some students will have little to no cost. The Board members indicated that this is a worthwhile and educational trip. A motion to approve the Band trip to Boston was made by Mr. Keller, seconded by Mr. Robinson. Motion approved.

Principals Report- Ms. Morgante indicated that the school year so far has gone very well. The high school is having regents exams next week, so teachers are busy preparing the students for those exams. This year's Senior Experience is being conducted during regents week instead of the start of the year. There are six different experiences for the students to choose from:

- ECC Instant Admissions and Rise Program
- ECC College Credit Course (3 credits)
- Manufacturing and OSHA certification
- Health Care, with First Aid and CPR certification
- Community Service (Habitat for Humanity and other sites)
- Military

Mrs. Errington has done a wonderful job in lining up these experiences, so hopefully the seniors will enjoy the opportunities these experiences provide

ADJOURNMENT

Motion to move to Executive Session at 5:55pm was made by Mr. Berti, seconded by Mr. Donnelly. Motion approved. Tour of Middle School took place before start of Executive Session. No action requiring Board vote arose. Motion to leave Executive Session and adjourn the regular meeting at 6:55pm was made by Mr. Cinquino seconded by Mr. Keller. Meeting adjourned.

Next Meeting: February 11, 2020, 4:30 pm.