

Charter School for Applied Technologies
317 Vulcan Street, Buffalo NY 14207
BOARD OF TRUSTEES MEETING 09/10/2019

MINUTES

Board Members Present: David Quackenbush, John Cinquino, Michael Keller, Karen Kelley, Andrea Pasioka, Joseph Berti, Lisa Smith, Danielle Salasavage, Robert Mikulec **Unable to Attend:** Ian Donnelly, Kenneth Robinson

Others Present: Andrew Lyle, Tanya Moore, Garrick Loveria, Robert Shannon, Susan Jurewicz, Ann Morgante, Gregory Mott, Brett Lutterbein, Thomas Sullivan, Nicole Killian, Matthew Folger, Elaine Reynolds, Keith Banas, Kristina Sly

MINUTES

Motion to approve the August 13, 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

Mrs. Kristina Sly, parent of Gr. 2 & 5 student inquired about the lack of progress on the new surface lot, lack of ample notification for summer day care and excessive days off. Mr. Keller responded to her question on the surface lot issue. Mr. Quackenbush assured her that someone would get back to her; Mr. Lyle said he would contact her this week.

Mr. Quackenbush welcomed the officers of the CSAT union who introduced themselves, Keith Banas, President, Matthew Folger, Vice-President and Nicole Killian, Secretary.

ANNUAL MEETING BUSINESS

Ratification and Confirmation of Trustee Terms- Mr. Loveria presented to the Board candidates for adjusted three year terms to expire on Sept. 1, 2022; Michael Keller, Robert Mikulec, David Quackenbush and Kenneth Robinson. Motion to approve the adjusted terms made by Mr. Cinquino, seconded by Mrs. Pasioka, Motion approved.

Reelection of Officers-Mr. Loveria presented to the Board candidates for election as officers of the school; President-David Quackenbush, Vice-President-Joseph Berti, Treasurer-John Cinquio, Secretary-Karen Kelley. Motion to approve the election of officers made by Mrs. Pasioka, seconded by Mrs. Salasavage. Motion approved.

Committee Assignments- Mr. Loveria drew attention to pages 8 & 9 of the Board packet that listed various committee assignments. Mr. Quackenbush stated that the list is a work in progress and is open to changes as requested by Board members. Please email him if you would like to change your committee assignment. No vote required

By-Laws/Open Meeting Laws- Mr. Loveria asked the Board to review the revision to the By-Laws as concerns the Open Meeting Law. The changes are minimal, Article 4, Section 1 on updated Mission Statement and Article 5, Section 4, number of trustees increased to 13. A motion to accept the changes and compliance to Open Meeting Laws made by Mrs. Kelley, seconded by Mr. Keller. Motion approved.

PRESENTATION

None

FOLLOW UP FROM PREVIOUS MEETING(S)

None

PERMANENT BOARD COMMITTEES

Quality Assurance-Mrs. Smith shared the results of the August 30th QA meeting. There was discussion on the charter renewal process. Things are moving along very well. The next meeting will focus on providing talking points for the Board. The remainder of the meeting focused on state test results in grades 3-8 (see handout). Overall results were positive. The exception is Grades 3 & 4 math. There are a number of reasons for that decline (new curriculum, new teachers, family leave impact). The scores indicate that CSAT is beating Buffalo and closing the gap on Ken-Ton. CSAT grew 2% in ELA and 1% in Math. It's an endorsement of the new curriculum, new phonics program and hard work of the administration and teachers. In order to see the real growth that is reflected in the Strategic Plan, we are looking at a 3-5 year period. Mrs. Smith believes that if CSAT is to be successful we should seriously consider hiring a Chief Academic Officer.

AD HOC BOARD COMMITTEES

Appeals – None

Facilities-Mr. Keller commented on three projects that are in process. The surface lot needs to be rezoned. There are meetings with Zoning Board on Sept. 23 and Buffalo Common Council Sept. 24. If approved by full Council and Mayor Brown signs off, we hope to get the permit to proceed by Oct. 16. If this happens, the best case scenario is for work to start Oct. 21 and open for use Nov. 12. If not, the entire project is postponed until Spring 2020. Cost is still within budget. The high school crosswalk involves 3 municipalities, Buffalo, Erie County & Tonawanda. It's still on track for completion by mid-October. The new PLTW classroom in middle school is moving along. Demolition is underway, taking place after school, with construction to start Sept. 16, and completion mid-October. The cost for crosswalk and PLTW classroom are within budget.

OLD BUSINESS

None

NEW BUSINESS

Enrollment – Mr. Loveria reviewed the enrollment report (pg. 18); the current enrollment is 2,354. This number will likely change as there is a lot of transition in and out of the school however, the numbers so far are good. We are currently working through the waiting list. There was discussion on how vacancies in grades are filled.

Personnel Report – Mr. Lyle reviewed the personnel report (pgs. 19-21). There are a number of new hires this year as well as teachers moving from one building to another. Kudos to our building principals for their work over the summer with the hiring process. The rest of the report is self-explanatory with rehires (2 teachers returning to CSAT from public schools), along with position changes, substitutes, etc... A question came up as to current hiring needs in each building. In K-5 & 6-8 building, no vacancies, in 9-12, 4 teachers are needed. A motion to accept the Enrollment and Personnel reports was made by Mrs. Pasieka, seconded by Mr. Mikulec. Motion approved

Policy Vote- Mr. Loveria referenced pgs. 22-33 of the board packet regarding an update to the school's sexual harassment policy to reflect New York State's changes to the same policy. At CSAT, we are in full compliance with the new regulations and annual training is now taking place. The new policy is reflected in blue. A motion to accept the update to the sexual harassment policy was made by Mrs. Kelley, seconded by Mr. Keller. Motion approved.

Principals Report

K-5: Mrs. Jurewicz reported that Opening Day went well. There was television coverage from Ch. 4 & 7 that featured our new therapy dog, Lucy. Even though there were long lines upon entering the school, parents were cooperative.

6-8: Mr. Mott related similar comments, Opening Day was successful. The parents of Gr. 6 students were permitted to spend some time in helping their child become acclimated to middle school. No major transportation issues so far.

9-12: Ms. Morgante indicated that high school also had a successful week. The freshmen only arrived on August 26 and each class after that had their own day as well. This year the senior experience is moved to December. There are 100-110 new students to CSAT at high school. We are meeting individually with parents and students who do not have adequate number of credits. We present them with options in order for them to graduate on time from CSAT. Mr. Mikulec commended Mr. Lyle on his address to all faculty and staff on August 19.

ADMINISTRATIVE REPORTS

Cabinet Report-Mr. Lyle reported on the following aspects of the Charter Renewal:

- * Benchmarks 2-10 have been received by SED
- * Benchmark 1, Test results are now in, Efrain Martinez is now reviewing, Board will be able to view results @1 week
- *Site visit will be Nov 13 & 14
- *SED requested names of all employees, a total of 314.
- *SED may attend the Nov. 12 Board meeting
- *Board will receive all talking points well in advance

Mr. Quackenbush circulated the 5 year renewal contract with Buffalo Public School for busing. He commended Garrick Loveria and Tanya Moore for their efforts.

Mr. Quackenbush referenced the surface lot issue and comments made by Councilman Golombek that CSAT saved the neighborhood and that he will do all he can to assist with the zoning issue.

Mr. Quackenbush mentioned that a new performance evaluation for Superintendent will be discussed during the retreat in October.

Mrs. Kelley was happy to see the television coverage of CSAT recently and mentioned in particular the rally the elementary students had with the University of Buffalo football team.

Mr. Mikulec commended the CSAT students that sang at the Buffalo Launch Club.

ADJOURNMENT

Motion to adjourn the meeting @6:15pm was made by Mr. Keller, seconded by Mr. Mikulec.

Motion approved

Next Meeting: October 8, 2019, Please note time change 2:00-3:30pm, followed by Board Retreat