

Charter School for Applied Technologies
317 Vulcan Street, Buffalo NY 14207
BOARD OF TRUSTEES MEETING 08/13/2019

MINUTES

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

Others Present: Andrew Lyle, Tanya Moore, Garrick Loveria, Robert Shannon, Susan Jurewicz, Ann Morgante, Gregory Mott, Tralina Middlebrooks, Brett Lutterbein, Thomas Sullivan, Nicole Killian, Matthew Folger

MINUTES

Motion to approve the June 25, 2019 Minutes, including permanent committee reports and those submitted under ad hoc committee, made by Mr. Keller, seconded by Mr. Donnelly. Minutes approved.

PUBLIC COMMENTS

None

PRESENTATION

None

FOLLOW UP FROM PREVIOUS MEETING(S)

None

PERMANENT BOARD COMMITTEES

None

AD HOC BOARD COMMITTEES

Appeals – Mrs. Kelley said that one open appeal is pending, an attendance appeal. She indicated a follow-up on the appeal will take place shortly. There was some discussion on second chance opportunity (drug issue). Overall, appeals are down this year.

Development- Mr. Robinson referenced the notes on pgs. 6-10 of the packet on the work the committee has been doing in establishing the CSAT Foundation. The committee came to a

consensus on a mission statement for the Foundation. Mr. Mikulec complimented Mr. Robinson on his work as committee chair. The next step for the committee will be to decide upon a vision statement. Mr. Loveria commented on his discussion with the law firm Damon Barclay on legal aspects of forming a Foundation. The establishment of the Foundation will likely take a year or more as you are dealing with Federal (IRS) and State (State Ed) regulations. It does not however preclude us from raising funds. Mrs. Smith commented on the information in the packet on local school foundations and noted what Buffalo Seminary does. They have their own Foundation and have assets placed with the Community Foundation of Buffalo. It may be something CSAT considers in the future.

Facilities-Mr. Keller commented on three projects that are in process, all are a bit behind schedule. As for Surface Lot, there is a zoning issue to contend with. It's zoned as 85% green space. We will have to go before the Buffalo Zoning Board for a variance. Mr. Shannon mentioned that Tom Sullivan knows Congressman Higgins who may be able to help and Mrs. Smith knows lawyers who deal with zoning issues. We will move forward with securing permits and there is a Plan B should the Zoning Board deny or delay the request. With this type of construction, and for safety reasons, the school needs to be cautious as the work is being completed. The high school cross-walk is on-going as we're dealing with The City of Buffalo, Erie County and Town of Tonawanda. The installation should be complete by mid-October. The renovation for Project Lead the Way classroom at middle school will start next week with completion by mid-September.

OLD BUSINESS

None

NEW BUSINESS

Enrollment – Mr. Loveria reviewed the enrollment report (pg. 11); the current enrollment is 2365. These numbers will likely change as students and families move in and out of the school, however, we are trending very well. There are more charter schools set to open so the competition for students is high. We continue to work on our branding and have meetings scheduled with WGRZ and WIVB as well as refining the school website and social media platforms.

Personnel Report – Mr. Lyle reviewed the personnel report (pgs. 12-14). There are a number of new hires this year. Teachers leaving CSAT are going to school districts and moving out of state. We have two teachers who left us and are returning. There are also a few position changes due to grade level and content. All directors have been moved to 220 day employees. Mrs. Smith mentioned that perhaps the Foundation can assist in helping CSAT retain and recruit teachers.

It was also announced that BPS will be providing nursing services to the middle school, through supplemental. A motion to accept the Enrollment and Personnel reports was made by Mrs. Kelley, seconded by Mr. Mikulec. Motion approved

Policy Vote- Mr. Loveria referenced pgs. 15 & 16 of the board packet regarding an update to the school's vaccination policy to reflect New York State's changes to same policy. At CSAT, this affected five families, all of whom were contacted several times to inform them of the change. A motion to accept the update to the vaccination policy was made by Mr. Keller, seconded by Mrs. Smith. Motion approved.

New Trustee Nomination- Mr. Donnelly presented the nomination of Michael Stevens as a new Board member (see pg. 17 & 18 of board packet). Mr. Stevens currently serves as Director of City Year of Buffalo. City Year is an educational nonprofit founded in 1988 dedicated to helping students and schools succeed. The organization partners with public and charter schools in over 30 high need communities in the United States. In Buffalo, City Year is working at Enterprise Charter School and Tapestry Charter School. Mr. Donnelly, Mr. Quackenbush and several other board members met with Mr. Stevens and all were impressed with his knowledge and commitment to working with students and families. Mr. Lyle has met Mr. Stevens and agrees that he would make a great addition to CSAT's Board. Mr. Mikulec asked if Mr. Stevens work in other charters would be a conflict of interest. Mr. Donnelly does not see that as an issue. A motion to accept the nomination of Michael Stevens to the CSAT Board made by Mr. Mikulec, seconded by Mr. Donnelly. Motion approved.

Principals Report

K-5: Mrs. Jurewicz noted that next week's PD week will focus on curriculum, intervention, trauma care and teacher support. Hiring is nearly complete with one position still to be filled. There was also discussion on cost of transporting students to Boys & Girls Club.

6-8: Mr. Mott reported that new student orientation on July 30 went well. There are a few positions still to be filled, but overall in good shape. There have been provisions made in the schedule to help with the music program.

9-12: Ms. Morgante indicated that @200 students attended the summer program. The credit recovery program was successful and the school is waiting to see how students did on August regents. The upcoming PD for the high school will focus on engaging instruction and social/emotional well-being.

Mr. Lyle announced that there will be a district wide meeting of all school employees on August 19 @11am in the elementary school gymnasium, all Board members are invited.

Mr. Berti urged the Board members to make a concerted effort to attend school functions. Mr. Lyle will provide a list of those functions to the Board.

ADMINISTRATIVE REPORTS

Cabinet Report-Mr. Lyle circulated flash drives for each Board member that contains the Charter Renewal document. It is 45 pages long, minus attachments. It is aligned with the school's Strategic Plan. Mr. Lyle will break down the information by committee so members can understand each section and be able to speak to that information during the site visit in November. There are NO material changes to the Charter. The curriculum piece will be provided to State Ed sometime in September. In his opinion, Mr. Lyle sees no issue with SED granting CSAT a 5 year renewal.

ADJOURNMENT

Motion to adjourn the meeting @6pm was made by Mr. Robinson, seconded by Mrs. Salasavage.
Motion approved

Next Meeting: September 10, 2019, 4:30PM