

Charter School for Applied Technologies
317 Vulcan Street, Buffalo NY 14207
BOARD OF TRUSTEES MEETING 06/25/2019

MINUTES

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

Others Present: Andrew Lyle, Tanya Moore, Garrick Loveria, Susan Jurewicz, Ann Morgante, Gregory Mott, Brett Lutterbein, Thomas Sullivan, Derek Mears

MINUTES

Motion to approve the June 11, 2019 Minutes, including permanent committee reports and those submitted under ad hoc committee, with revision to the comments of Mr. Neil Shanahan, made by Mr. Berti, seconded by Mr. Keller. Minutes approved.

PUBLIC COMMENTS

Mr. Derek Mears announced the results of the election for the CSAT Teachers Association. The officers are President: Keith Banas, Vice President: Matthew Folger, Treasurer: Daniel Scholze, Secretary: Nicole Killian.

PRESENTATION

None

FOLLOW UP FROM PREVIOUS MEETING(S)

- None

PERMANENT BOARD COMMITTEES

Quality Assurance- Mrs. Smith commented on the QA committee meeting held on June 20. The committee spent the bulk of their time discussing the assessment results of reading and math, comparing the start of year to end of year. On pages 6-8 of the packet are the highlights and analysis of those assessments. The overall message is that CSAT is in a good spot, as there is growth in all areas. It confirms that the curricular implementation was appropriate and is beginning to see positive results.

iReady has proven to be an important tool for our teachers. The teachers are now able to drill down on specific areas that need improvement. The assessments help in determining who is on grade level, who is one year behind, two years behind, etc.. You can see that the scores are higher in math, but overall the scores are trending higher. The committee also discussed strategic planning and charter renewal. The renewal is on pace to be completed on time. The committee will continue to look at priorities in each building. We also had a brief discussion on how Kindergarten students come to CSAT. Many have a limited reading foundation which proves to be a detriment to their academic success. Mr. Quackenbush inquired as to the proper placement of students. That is determined by the results of their assessments.

Finance- Mrs. Moore highlighted the report found on pages 9-11 in the board packet. The financial statements are for the period ending March 30, 2019. There is nothing out of the ordinary except for the expense of eDoctrina. The committee is working on a forecast summary for 2019, which will be discussed at the next Finance committee meeting. The preliminary forecast is that we will end the year with a surplus. As for the Balance sheet, nothing stands out except the increase in investments. Mr. Quackenbush asked Mrs. Moore about the increase in health care costs. Mrs. Moore noted that costs for the various plans presented to the faculty and staff range from an increase of @16% to @29%. The budget reflects a worst-case scenario of all staff selecting the highest cost plan, which the majority of staff selected. There was also discussion on the possibility of adding a Pre-K program.

AD HOC BOARD COMMITTEES

Appeals – Mrs. Kelley mentioned that this school year there were 9 total appeals. It is reflective of the great work that is being done in our buildings and the restorative justice procedures. There is one open appeal, a kindergarten student. There was a brief discussion on what can be done to properly help this child.

OLD BUSINESS

Policy Vote- Mrs. Moore mentioned that the revised policy on Parent/Family Engagement was presented to the board at the June 11 meeting. It reflects changes from the No Child Left Behind Act to Every Student Succeeds Act. The board is asked to approve the policy. There is one change to the policy, the removal of a required parent signature. A motion to accept the revised policy was made by Mr. Keller, seconded by Mr. Cinquino. Motion approved.

NEW BUSINESS

Enrollment – Mr. Loveria reviewed the enrollment report (pg. 12 & 13); the current enrollment is 2232. Mr. Loveria noted on pg. 13 the progress report of 2019-2020 enrollment. As you can see, we are

currently over our targeted number. However, these numbers will likely change as students and families move in and out of the district. The current wait list is 545 students. We have 9 openings in Kindergarten, and we continue to actively recruit for that grade. We are looking at new strategies for future branding and advertising, concentrating on a long term branding strategy. Mr. Lyle mentioned that there are 4 new charter schools proposed in the City of Buffalo; Buffalo Academy of Science, which is expanding to add grades K-4, Citizenship and Science Academy, Nickel City Preparatory and Primary Hall Preparatory. Mr. Quackenbush reminded all that even with a new branding strategy, we must keep our mission and vision as the primary focus of CSAT.

Personnel Report – Mr. Lyle reviewed the personnel report (pgs. 14 & 15). As noted, there are a few new hires as well as position changes, resignations and leaves of absence. The quality of candidates has greatly improved this year. There is a request for a one-year leave of absence for one of our high school technology teachers, a family sabbatical. The board approved the request. A motion to accept the Enrollment and Personnel reports was made by Mrs. Kelley, seconded by Mr. Cinquino. Motion approved

Principals Report

K-5: Mrs. Jurewicz recapped some of the major efforts this school year; teachers have made great strides in addressing social/emotional needs, MTSS process and technology, especially with the help of Allie Quitens. We will continue to identify those needs mentioned in the QA report. We are awaiting results of state assessments.

6-8: Mr. Mott noted that the 8th graders are ready to move on, with most on their way to the high school. The 8th grade Moving Up Day is Friday @9am. The programming changes that have been made are moving the middle school in the right direction.

9-12: Ms. Morgante reported that all but one senior is scheduled to graduate on Friday, with two students still working on missed assignments; they should be finished on time to graduate. That means a 97% - 98% graduation rate this year. There was good news on the results of ELA regents; 191 took the exam, 81% scored 65 or higher, 46% scored 75 or higher and 14% scored 85 or higher. We still need to work on the mastery score (14%), but things are moving in right direction. Mr. Lutterbein reviewed the article on pages 17 & 18 of the board packet about the Logistics Club. TANY's contribution has helped make this new club and course a reality.

ADMINISTRATIVE REPORTS

Cabinet Report-Mr. Lyle reminded the Board that graduation is Friday @7pm at Buffalo Grand Hotel (formerly Adam's Mark). Please park in ramp, there is a \$5. charge. Susan Gibbons and David Frank will be attending. As Ann noted, 153 of 154 seniors are graduating. That number also includes 38 students

who started as kindergartners. The Charter Renewal dates are tentatively set for either Nov. 13/14 or Nov. 14/15. The visit will last for 1 ½ days. The handout shows the progress that has been made so far in the renewal process. It is color-coded with items complete and items still in progress.

Other- Mr. Keller made brief remarks on the new parking lot at Kenmore & Vulcan. The trees are down and most of the debris has been cleared. We remain hopeful that it will be completed by the time school begins in August.

Mr. Quakenbush made some closing remarks as this school year comes to an end. He thanked the staff present at the meeting (Andy, Garrick, Tanya, Ann, Brett, Sue, Greg, Tom) as the school is making steady progress. A new evaluation process is being implemented that will assist the Board and Andy. There have been a number of accomplishments and challenges, notably the busing issue. However, this has not deterred our resolve and it is a testament to the great work being done at CSAT.

ADJOURNMENT

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

Next Meeting: August 13, 2019, 4:30PM