

Charter School for Applied Technologies
317 Vulcan Street, Buffalo NY 14207
BOARD OF TRUSTEES MEETING 05/14/2019

MINUTES

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

Others Present: Andrew Lyle, Tanya Moore, Garrick Loveria, Robert Shannon, Susan Jurewicz, Ann Morgante, Gregory Mott, Brett Lutterbein, Thomas Sullivan, Jessica Johnson, Nicole Killian, Alison Kuitems

MINUTES

Motion to approve the April 9, 2019 Minutes including permanent committee reports and those submitted under ad hoc committee made by Mr. Keller, seconded by Mrs. Pasioka. Minutes approved.

PUBLIC COMMENTS

None

PRESENTATION

Technology Integration-Mr. Shannon and Ms. Kuitems presented an overview of the many uses of technology at CSAT. Mr. Shannon discussed the 4 main goals of technology and its use at the district. Goal 1: Technology & Infrastructure: Mr. Shannon oversees a number of components as part of his responsibilities. He highlighted the growth of technology in his 14 years at CSAT. The use of technology is campus wide and gave examples of what's found in each building. We are a Project Lead the Way school. The funding that is allocated was also reviewed, via state, federal (e-rate) and district funding. All purchasing decisions are referred to as refresh schedule, meaning new purchases average @5 years before it needs refreshing. As for future projects, professional development is key. The main focus going forward as per SED is a Cyber Security initiative for all schools in New York State.

Ms. Kuitems presented the next 3 goals

Goal 2: Technology Integration: Ms. Kuitens gave numerous examples of how technology is integrated in each building. A few of those examples are interactive boards, Office 365 accounts for each student, Microsoft Teams, Microsoft Learning tools and a number of other programs.

Goal 3: Technology for College & Career Readiness: Examples were given of the various courses and activities that take place in each building as it relates to college and careers. The emphasis is placed at the high school, including Microsoft Imagine Academy.

Goal 4: Professional Development: includes ITSE Certification for Educators, Monthly Newsletter for all staff and future planning for an additional Technology Integration Specialist.

FOLLOW UP FROM PREVIOUS MEETING(S)

- None

PERMANENT BOARD COMMITTEES

- **Finance**-Mr. Cinquino gave some brief remarks on the work of preparing the budget and invited Mrs. Moore to give an overview of what's contained in the 2019-2020 school budget
Mrs. Moore highlighted the following:

Key Drivers: Enrollment: Seats increased by 57 (from 2308 to 2365); Grade 5: 57 seats

Revenue: Charter School tuition rates are not available yet, budget estimate 1%
over previous year

Expenses: Salary increase: Union 3% or BTM; Non-Union 3%

Substitute teacher per diem increase; certified from \$125 to \$160;

Non-certified from \$100 to \$130

Health Insurance premium increase of 29.61%

Capital projects planned costs: \$520,800

As for risks and uncertainties, they include collective bargaining negotiations (contract expiries 6/21), employee benefit costs, per pupil funding, charter renewal and transportation costs.

Enrollment is projected to be 2318, which reflects 98% of the projected enrollment. Mr. Cinquino noted that the bottom line is a budget deficit of \$93,755. Mr. Berti asked why the difference from last year to this year. It was pointed out that employee benefits are the main issue, especially health care, which is almost a \$1 million dollar increase. Mr. Donnelly inquired if CSAT had considered pooling with other charters to reduce health care. Mr. Cinquino pointed out that CSAT is not that attractive to partner with at this time, with one main reason being CSAT is a union school, among other reasons. Mr. Lyle assured the board that there will be a balanced budget, especially if the per pupil funding is above 1%. However, there are two positions at the elementary school that can be eliminated, which would also balance the budget. After several iterations of a

motion, the motion was made at this time to eliminate the two positions at the elementary school in order to balance the budget. A motion to accept the budget was made by Mr. Cinquino, seconded by Mr. Berti. Motion approved

AD HOC BOARD COMMITTEES

- **Appeals** – None
- **Development**-Mr. Robinson informed the Board that the committee is making good progress on researching the possibility of a Foundation. We have looked at the possibility of engaging the Community Foundation of Greater Buffalo though they do have a minimum investment of \$100,000 in order to establish an endowment fund. Last week, Ms. Allan, Mr. Loveria and Mr. Sullivan met with Ann McCarthy, former Director of Consumer Affairs at Wegman's and a past member of the Oishei Foundation and Western New York Foundation Boards. They discussed a number of issues including whether we actually need a Foundation to raise funds since we are already a non-profit entity. Mrs. McCarthy suggested we explore Donor Advised Funds as an alternative to a Foundation. Among other things, the committee is researching public and private schools and their take on Foundations, contacting Damon & Morey to discuss what it takes to set up a Foundation and researching whether we need SED's permission before we move forward. The committee also looked carefully at the Student and Parent Survey results, which listed many challenges the students face in life and in school. This is something the Board should also review. Mr. Berti mentioned that he and Mr. Lutterbein met with members of the Long Family who donated \$1,000 for scholarships at the high school.

OLD BUSINESS

- None

NEW BUSINESS

Enrollment – Mr. Loveria reviewed the enrollment report (pg. 9) and noted a decrease in the overall enrollment to 2239, down 3 students from April report. Mr. Loveria did comment on what he felt was a successful lottery day, with @1,000 applicants. We are focusing on enrolling students in K-6 and High School at the moment. We will then move on to the wait list for any openings. It looks like we are on target to fill seats as reflected in budget.

Personnel Report – Mr. Lyle reviewed the personnel report (pgs. 10 & 11). As noted, there are a few new hires and departures as well as a list of those employees on Family Leave.

A motion to accept the Enrollment and Personnel reports was made by Mr. Donnelly, seconded by Mr. Robinson. Motion approved

Policy-Therapy Dog. Mr. Loveria mentioned the proposal is for consideration only. The purpose is to establish a controlled structure for Therapy dogs only. If approved at June meeting, a notice will be sent to all staff alerting them that only certified Therapy Dogs are allowed on school property. (see pg. 12 & 13).

Principals Report-

K-5: Mr. Lyle reported for Mrs. Jurewicz that the state math testing is complete. The consensus was that the exam was fair.

6-8: Mr. Mott reported similar views on the math testing at the middle school. He also wanted to mention some great news about 7th grader Mya Miller. Mya is an honor student (95 average) who is also an accomplished actress. She was recently nominated for a Best Supporting Actress Award at the international film festival held in Nice, France.

9-12: Ms. Morgante mentioned that the seniors are in their final stretch of classes with a number of them still needing to complete assignments. The first Regents exam will be held on June 3. Mr. Lyle and Ms. Morgante made mention of the great work that the guidance counselors are doing with the seniors, making sure all of them have all their work completed before they graduate.

ADMINISTRATIVE REPORTS

Cabinet Report-Mr. Lyle gave an update on Charter Renewal. The site visit went very well. Ms. Gibbons and Ms. Cornell were impressed with the work we are doing here. The questions they asked were nearly identical to the ones they asked during the on-site visit. As part of the renewal, the state requires us to survey the parents and teachers. That survey has been sent. It is very important that we have a good response, since a low response rate will reflect badly on us.

ADJOURNMENT

Motion to adjourn the meeting at 6:30p.m. made by Mr. Robinson, seconded by Mr. Berti. Meeting adjourned.

Next Meeting: June 11, 2019, 4:30PM