

Charter School for Applied Technologies
317 Vulcan Street, Buffalo NY 14207
BOARD OF TRUSTEES MEETING 04/9/2019

MINUTES

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

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

MINUTES

Motion to approve the March 12, 2019 Minutes including permanent committee reports and those submitted under ad hoc committee made by Mr. Donnelly, seconded by Mrs. Pasioka. Minutes approved.

PUBLIC COMMENTS

None

PRESENTATION

None

FOLLOW UP FROM PREVIOUS MEETING(S)

- None

PERMANENT BOARD COMMITTEES

- **Quality Assurance-** Mrs. Smith mentioned that the QA Committee met twice in March, primarily to discuss with the building principals on what is needed in their buildings to increase academic performance. They discussed both short and long term goals, which they prioritized and costed out. Mr. Lyle gave a brief overview on changes that SED made to Charter Renewal Process, notably the change from a paper renewal to an on-line document management tool. A discussion took place about Regent Catherine Collins, who represents the Buffalo area on SED Board of Regents. Members wondered about her feelings on Charter Schools. Mr. Robinson, who knows

Ms. Collins, has agreed to reach out to her to arrange a visit to CSAT. The Regents are also looking carefully at how charters service their Special Ed & ELL students versus the district in which the charter is located. As CSAT is primarily in Ken-Ton district, we will be compared to them.

AD HOC BOARD COMMITTEES

- **Appeals** – Mrs. Kelley indicated that there were two appeals. One, a senior, was denied. The other appeal is being handled by Mrs. Smith, who said a decision will be made shortly.
- **Development**-Mr. Robinson said that the Committee is making steady progress on the Foundation piece. They are considering a stand alone Foundation as well as partnering with Community Foundation of Buffalo to manage our Foundation. A question still to be answered is whether SED has any issues with CSAT having a Foundation. The Committee will be working on a mission and purpose statement and Lori Allan is researching other schools that have a Foundation.
- **Career Readiness**- Mr. Lutterbein announced that the school is the recipient of a \$30,000 grant, (\$10,000/yr. x three years) to begin a Logistics Class & Club at the high school, thanks to TANY, Trucking Association of New York. CSAT will be developing this and it will serve as a prototype to be used in other high schools throughout New York State and beyond. Mrs. Moore would like further information on the grant. Mr. Loveria commented on the recent Career Convention. He felt it went very well; the students were engaged during the Convention.

OLD BUSINESS

- **Superintendent Search**- Mr. Quackenbush indicated that this item will be discussed in Executive Session.

NEW BUSINESS

Calendars- The District and Board Calendars were presented at March Board Meeting for review by the members. A motion to approve both calendars was made by Mrs. Pasieka, seconded by Mr. Cinquino. Motion approved.

Enrollment – Mr. Loveria reviewed the report (pg. 9) and noted a decrease in the overall enrollment to 2242, down 14 students from March report. Mr. Loveria did comment on what he felt was a successful lottery day, which can be directly related to the marketing plan that was implemented. We did have over 50 parents who attended the lottery. Mr. Lyle commented that CSAT has over-enrolled due to competition and parents who made application to multiple charter schools.

Personnel Report – Mr. Lyle reviewed the personnel report (pgs. 10 & 11). As noted, there are a few new hires and departures. Mr. Lyle and Mr. Loveria will be traveling to Cortland NY on Monday for teacher recruitment, and likely traveling to a few more cities as well.

A motion to accept the Enrollment and Personnel reports was made by Mrs. Kelley, seconded by Mr. Keller. Motion approved

Policy-Admissions. Mr. Loveria briefly mentioned the changes proposed (see pg. 12). The changes were suggested by counsel to tighten the policy and to be sure it is acceptable to SED. A motion to accept the revised Admissions Policy was made by Mr. Donnelly, seconded by Mrs. Kelley. Motion approved.

Principals Report-

K-5: Mrs. Jurewicz commented on ELA Assessment. There were a lot of fiction questions on this year's test. CSAT did paper tests, not on-line, which again experienced glitches throughout the state. The test results will come out late summer/early fall.

6-8: No Report

9-12: No Report

Senior Field Trip-(see pgs. 13-15) Mr. Lyle noted that while the letter was well written, a number of concerns are obvious. Ms. Morgante mentioned that she met with the student who wrote it and she will be revising it. Ms. Morgante will review it first. There were other questions and concerns raised by board members, notably that we should keep in mind that all school trips must have an educational component to them.

ADMINISTRATIVE REPORTS

Cabinet Report-Mr. Lyle gave an update on Charter Renewal. We are currently waiting on SED to upload calendar. Once that is done, Mr. Martinez will upload his notes. The board members will have a special code to access that information. SED can see all schools information, but schools cannot see other schools data.

Strategic Plan-Mr. Loveria briefly mentioned the strategic plan (pgs. 16-18). The plan is aligned to the new framework. The mid-year updates are noted in blue.

ADJOURNMENT

Motion to move to Executive Session at @ 6:00 p.m. to discuss issues relating to the Superintendent Search made by Mr. Mikulec, seconded by Mrs. Smith. Motion approved. No action requiring Board vote arose. Motion to leave Executive Session and adjourn the regular meeting at 6:45p.m. made by Mrs. Pasioka, seconded by Mrs. Kelley. Meeting adjourned.

Next Meeting: May 14, 2019, 4:30PM