

Charter School for Applied Technologies  
317 Vulcan Street, Buffalo NY 14207  
**BOARD OF TRUSTEES MEETING 03/12/2019**

**MINUTES**

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

**Others Present:** Andrew Lyle, Tanya Moore, Susan Jurewicz, Ann Morgante, Gregory Mott, Brett Lutterbein, Thomas Sullivan, Jessica Johnson, Laurie Ferraro

**MINUTES**

Motion to approve the February 12, 2019 Minutes including permanent committee reports and those submitted under ad hoc committee made by Mr. Berti, seconded by Mr. Cinquino. Minutes approved.

**PUBLIC COMMENTS**

Music Teacher Jessica Johnson gave an update on recent events in Fine Arts. The high school will present the musical “The 25<sup>th</sup> Annual Putnam County Spelling Bee”, March 14-16 at the middle school gym. In addition, three elementary students were selected to participate in the All Erie County Concert.

**PRESENTATION**

None

**FOLLOW UP FROM PREVIOUS MEETING(S)**

- None

**PERMANENT BOARD COMMITTEES**

- **Quality Assurance-** Mr. Lyle referenced the report on pages 6 & 7 in the Board packet. The Principals have prepared their wish list proposal. As you can see, there is need for additional intervention teachers, more PD to address social-emotional needs of students, limiting class prep in high school which will add more teachers in content area, etc... The committee will take a closer look at data analysis and planning at the March meeting. There will be a meeting in Batavia on

March 27 with David Frank of SED. There was a brief discussion on state testing dates and future preparation of on-line state testing. Mr. Quackenbush inquired about the wish list and how it will help align the needs of each building in order to achieve success as a district.

### **AD HOC BOARD COMMITTEES**

- **Appeals** – None
- **Transportation**-Mr. Quackenbush said that CSAT continues to work with BPS and First Student as well as continuing the effort to have STA work on the routes that we have issues with. There are many bureaucratic issues still to be worked out. This is also the year that the renewal between BPS and First Student is up. We are working with BPS Board member Larry Quinn to see if we can achieve a resolution to this on-going problem.
- **Development**-Mr. Robinson highlighted the results of their February meeting. He discussed the establishment of a foundation for CSAT. The foundation would operate separately to provide resources to help support current programming. He reminded Board members to give suggestions to the committee of individuals who have expertise in fund raising. We as a committee want to be sure we honor students who have achieved a major milestone in their lives while at CSAT. A big thank you to Lori Allan for helping with the research of schools with foundations and the entire committee for their enthusiasm. Mr. Quackenbush asked Mr. Robinson to chair the effort of establishing a separate foundation. Mr. Robinson agreed to do so.

### **OLD BUSINESS**

- **Superintendent Search**- Mr. Quackenbush indicated that this item will be discussed in Executive Session. We are down to the final 2 candidates from an original total of 26.

### **NEW BUSINESS**

**Enrollment** – Mr. Lyle reviewed the enrollment report which indicated a decrease in student enrollment; total enrollment now stands at 2256. In regards to the marketing efforts, we currently have 738 applications for next year. Those numbers indicate an increase of interest in high school. The Lottery is scheduled for April 4, 2019. It will be done right here in Board Room. We are moving to a random electronic lottery. The parents will be informed immediately by email if their child was selected and they have the option of enrolling same day. We should have a better idea by end of June/early July about

enrollment for the coming school year. Mrs. Kelley inquired about overage. Mr. Lyle said that this will be done by grade level.

**Personnel Report** – Mr. Lyle reviewed the personnel report. He highlighted the recent hiring of new PLTW teacher at middle school, as well as resignations and leaves of absence.

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

**Policy-SPED Diploma/Military Access-** Mr. Lyle indicated that the Board needs to vote on the revision to the existing policy on SPED Diploma/Military Access. A motion to accept the revised SPED Diploma/Military Access was made by Mrs. Kelley, seconded by Mr. Berti. Motion approved.

**Other-**Mr. Lyle discussed the school's experience with proper placement of students from Oracle Charter School. A number of those students were upset that they were placed in grade levels lower than they were at Oracle mainly because they did not have the requisite number of credits. A complaint was filed with SED claiming that CSAT was screening students. In response, CSAT updated their enrollment policy (see pgs. 9-11 in packet). Mr. Quackenbush commented on the phone conversation that took place with SED. He felt that SED was overly aggressive in the discussion. He commended Mr. Lyle for dealing effectively with this issue. This experience gives us a better perspective on what CSAT will do in future when other charters close and we accept their students.

### **Principals Report-**

K-5: Mrs. Jurewicz reported that the elementary school had their Open House during one of the many snowy days that we've had this year. In spite of the weather, @80 people attended. The feedback was excellent. Mrs. Jurewicz has conducted 4 personal tours and 6 more are scheduled. The new person hired in the Greenhouse is working out well.

6-8: Mr. Mott indicated that the middle school Open House is this Thursday. The teachers are prepping for state tests. He feels that the school is now headed in the right direction.

9-12: Ms. Morgante spoke on the high school's Open House, which she described as the most successful one she has participated in. There were @100 persons that attended. The student tour guides did a great job. There were a number of 7<sup>th</sup> grade parents and students that attended. One more bit of good news. There are 7 seniors still in need of an English credit to graduate, down from 35 at start of school year.

## **ADMINISTRATIVE REPORTS**

**Cabinet Report-**Mr. Lyle gave an update on Charter Renewal. We will be adding more data to the report, such as proficiency in ELA, comparing our scores to other charters. Mr. Martinez will be handing this and

the Board can view that on their portal page shortly. Mr. Lyle will be speaking with David Frank of SED on expectations. The timeline is to have a final draft ready by April, present to Board and completed by end of June. Mr. Lyle asked the Board to refer to page 14 of their packet regarding the 2019-2020 school calendar. Please take some time to review and be prepared to vote at the April meeting.

**Other-** Mr. Quackenbush would like to inform that Board that Ian Donnelly has now been officially approved as a member of CSAT Board of Trustees.

### **ADJOURNMENT**

Motion to move to Executive Session at @ 5:45 p.m. to discuss issues relating to the Superintendent Search made by Mr. Keller, seconded by Mr. Robinson. Motion approved. No action requiring Board vote arose. Motion to leave Executive Session and adjourn the regular meeting at 6:10p.m. made by Mrs. Pasieka, seconded by Mrs. Kelley. Meeting adjourned.

**Next Meeting: April 9, 2019, 4:30PM**