

Charter School for Applied Technologies  
317 Vulcan Street, Buffalo NY 14207

**BOARD OF TRUSTEES MEETING 02/12/2019**

**MINUTES**

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

**Others Present:** Andrew Lyle, Tanya Moore, Garrick Loveria, Susan Jurewicz, Ann Morgante, Gregory Mott, Brett Lutterbein, Thomas Sullivan, Nicole Killian, Jessica Johnson, Sara Martinez, Rachel Trillizio, Elizabeth Schilling, Victoria Pompeo, Sydney Harvey, Sandy Schilling, Rick Shilling, Nick Pompeo, Alex Dube, Jackie Cicatello, Todd Fiore, Lucinda Wright, Melissa Becker

**MINUTES**

Motion to approve the January 8, 2019 Minutes including permanent committee reports and those submitted under ad hoc committee made by Mr. Mikulec, seconded by Mrs. Pasioka. Minutes approved.

**PUBLIC COMMENTS**

Music Teacher Rachel Trillizio recounted her 11 years as a dedicated CSAT employee. She is leaving this week to accept a similar position at Medina Schools. She felt that the Board needed to know about the significant turnover at the Middle School and the lack of quality time that is allotted to certain subjects, especially the arts. She suggests that the Board listen to the teachers, staff and students since the sense of family is missing. There were four students who spoke, Elizabeth Shilling, Victoria Pompeo, Sydney Harvey and Heather Whalen. They all expressed their disappointment in the lack of time allotted to band and chorus, since each of them participates in those areas. There was also mention of the concern about not being able to change into gym clothes and the hygiene problem that occurs as a result of staying in their school uniforms. A parent, Melissa Becker, also expressed the same concern as her son is in 4<sup>th</sup> grade. Science Teacher Todd Fiore expressed his concern that proper procedures were not followed at middle school when he was removed from his room in favor of another teacher. He expressed his concern that the atmosphere at the Middle School is not the same this year.

## **PRESENTATION**

None

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

- None

## **PERMANENT BOARD COMMITTEES**

- **Quality Assurance-**Mrs. Smith highlighted the Quality Assurance report contained on pages 6-8 of the Board packet, which detailed recent discussions with the principals in each building on their needs for improving academic success. Mrs. Smith will work with Mrs. Moore on the financial implications that the needs present to the district. Mrs. Smith discussed the items under each building and noted that the needs should be viewed in terms of both short term and long-term needs. Each principal noted the importance of obtaining more professional development to deal with students experiencing trauma. The middle school would like to obtain additional interactive flat panel displays. Mrs. Moore indicated that orders have been placed. The high school would like to see an increase in class size which would reduce teaching load from 6 to 5. The concern is that teachers have too many preparations. Another idea was to offer certain courses every other year. Mrs. Smith indicated that the ideas presented may lead to changes to the Strategic Plan. The message going forward is that the administration and staff are working collectively to improve instruction. The next meeting of Feb. 26 will be devoted to prioritizing the needs as well as looking at the data to determine what is realistic and what can be done for the 2019-2020 school year. Mrs. Moore asked to be included in those discussions and that the priorities be established soon for budget purposes.

**Career Readiness-** Mr. Berti indicated that Alumni Tracking, now to be known as Program Evaluation is still a priority. He indicated that the school will be working on this project with Eon Varrell. A reminder that the Career Convention is set for March 27, 2019 from 12Noon-2pm. Board members are invited to attend all or part of the event. We have good news from the high

school; we have 100% participation in the Say Yes program for those seniors who are eligible. The committee reviewed the new marketing materials that were prepared by Lori Allan and Emily Lyons. We also have been working with Ch. 4 on commercials for CSAT, hopefully you have seen them. Mr. Loveria mentioned a company called Advance 2000, which provides IT innovation and strategy to businesses. They are interested in partnering with schools and organizations and would like to do so with CSAT. They will be at the Career Convention and there has been discussion on their company offering internships for our students.

**Development-** Mr. Robinson highlighted the results of their recent meeting of Feb. 7, 2019, specifically on starting a separate non-profit. Lori Allan will research other local schools that have established their own non-profit. The Board members are asked to give the committee their ideas on finding funding sources. Mrs. Smith suggested that the committee contact the Community Foundation of Greater Buffalo. There may be a way of partnering with them and possibly avoid having to have a separate foundation.

### **AD HOC BOARD COMMITTEES**

- **Appeals** – None
- **Transportation-**Mr. Loveria said that the on-going saga between CSAT, BPS and First Student continues. We are still experiencing late buses and continue to track those routes. We have run into a snag with having STA take on the late bus routes. They are unable to sub-contact with First Student. There was a spirited discussion on ways to correct the situation as it may be negatively impacting our enrollment. Mr. Quackenbush asked that the Board be patient as we continue to work to find a resolution.

### **OLD BUSINESS**

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

### **NEW BUSINESS**

**Enrollment** – Mr. Loveria reviewed the enrollment report which indicated a slight increase in student enrollment; total enrollment now stands at 2266. In regards to the new marketing efforts, the school's website hits are up 300%; applications are now at 500 and will continue to be accepted until April 1; and high school fairs are being well received.

**Personnel Report** – Mr. Lyle reviewed the personnel report. He highlighted the recent hiring of a part time person to staff the Greenhouse, new K-8 hires and the re-hire of a former CSAT teacher who wanted to return. There were other changes in salary, several resignations and leave requests.

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

### **ADMINISTRATIVE REPORTS**

**Cabinet Report**-Mr. Lyle gave an update on Charter Renewal. The current time line is still valid. Mr. Martinez is working on a draft report that will soon be posted to the Board portal for review. There are two votes that the Board must take; August 1, 2019 for any material changes, though at present there are no proposed changes and October 15, 2019, for addendum items that will be added, such as state test results.

### **ADJOURNMENT**

Motion to move to Executive Session at @ 6:15 p.m. to discuss issues relating to the Superintendent Search made by Mr. Cinquino, seconded by Mr. Mikulec. 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 Mr. Keller. Meeting adjourned.

**Next Meeting: March 12, 2019, 4:30PM**