

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

BOARD OF TRUSTEES MEETING 08/14/18

MINUTES

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

Others Present: Tanya Moore, Garrick Loveria, Andrew Lyle, Robert Shannon, Ann Morgante, Sue Jurewicz, Gregory Mott, Tralina Middlebrooks, Thomas Sullivan, Rachel Trillizio, Daniel Ornowski

MINUTES

Motion to approve the June 26, 2018 Minutes including permanent committee reports and those submitted under ad hoc committee; made by Mrs. Kelley, seconded by Mrs. Smith. Minutes approved.

PUBLIC COMMENTS

Music Teachers Rachel Trillizio and Daniel Ornowski announced upcoming events for CSAT's Fine Arts Department. The events include rehearsals for the musical Fame Jr. which will be held Nov 1-3, 2018; Winter Concerts, Dec. 6, 10 and 13, 2018 along with community performances and participation by the middle school band at the Homecoming Pep Rally.

ANNUAL MEETING BUSINESS

Election and Confirmation of Trustee Terms- Citing page six (6) of the Board packet, Mr. Loveria announced the election of those Trustees whose prior term has expired or is bound to expire this year:

- Mr. Loveria announced the candidacy for reelection of John Cinquino to an adjusted three-year term to serve on the CSAT Board of Trustees which will expire on September 1, 2021. Motion to ratify by Mrs. Kelley, seconded by Mr. Donnelly. Three-year term ratified.
- Mr. Loveria announced the candidacy for reelection of Karen Kelley to an adjusted three-year term to serve on the CSAT Board of Trustees which will expire on September 1, 2021. Motion to ratify by Mr. Keller, seconded by Mrs. Smith. Three-year term ratified.

- Mr. Loveria announced the candidacy for reelection of Joseph Berti to an adjusted three-year term to serve on the CSAT Board of Trustees which will expire on September 1, 2021. Motion to ratify by Mrs. Salasavage, seconded by Mr. Mikulec. Three-year term ratified.

Election of Officers- Mr. Loveria, citing page seven (7) of the Board packet, presented the list of Officers to the Board of Trustees including David Quackenbush as President, Joseph Berti as Vice President, John Cinquino as Treasurer and Karen Kelley as Secretary. Motion to approve the proposed slate of officers by Mr. Mikulec, seconded by Mr. Keller. Officers approved

Committee Assignment Proposal- Mr. Berti, citing page 8 of the Board packet, encouraged the Board members to review their committee assignments and to decide if there are other committees that their talents can be used towards. Mrs. Kelley recommended Mrs. Pasioka be added to the Negotiations Committee. Mr. Mikulec asked that his name be added to the Nominations Committee as it is not listed. Mr. Donnelly would like to be added as a member of the Career Readiness Committee.

Bylaws/Open Meeting Laws-Mr. Loveria reminded the Board to review the Bylaws and Open Meeting Laws that are contained in their binders.

FOLLOW UP FROM PREVIOUS MEETING(S)

- None

PRESENTATION

- None

PERMANENT BOARD COMMITTEES

- **Quality Assurance** – No formal report was given, though Mrs. Smith mentioned her desire for the Board members who are members of QA to meet with Dr. Amy Brackenridge of Niagara University to discuss data analytics, which could be helpful with CSAT charter renewal and to provide guidance to Board, Administration & Teachers. The analysis of the data could also be incorporated into the dashboard. Mrs. Kelley expressed her concern and asked that we be cautious with sharing our data.
- **Finance-** Mr. Cinquino indicated that the Sale/Lease back of the middle school building is progressing. There are legitimate concerns from McGuire on the reverter clause, specifically as it pertains to liability and judgements. The deadline for completion is no later than December 1, 2018. Our legal representative on this matter is Lisa Coppola.

AD HOC BOARD COMMITTEES

- **Negotiations-** Mrs. Kelley noted that negotiations are complete and the union has agreed to the changes. All that is left are signatures from Mrs. Kelley and Mr. Mears. The negotiation extends the contract until 2021.
- **Appeals** – Mrs. Kelley noted that there are no appeals, with Mr. Loveria mentioning that the last two that he had were resolved after meeting with the parents. There was a discussion that followed on the experimental program that CSAT participates in with Kids Escaping Drugs.

OLD BUSINESS

- None

NEW BUSINESS

Enrollment – Mr. Loveria reviewed the enrollment report (page ten) which illustrates that the current enrollment of the school stands at 2,286 students. He noted that the number will fluctuate over the next month or two.

Personnel Report – Mr. Lyle reviewed the personnel report (pages twelve-fifteen) with regards to new hires, position and salary changes, resignations, leaves of absence and anticipated leaves of absence. Mr. Lyle noted that new hires were mostly replacements or those that were within the approved budget. He noted especially the addition of literacy coaches which will play a critical role at CSAT. Even though there was the anticipated turnover, the candidacy pool was very strong this year, as well as the positive result of the negotiations which may have contributed to fewer losses this year. The Cabinet and building administrators will continue to work on the time issue as this is still something the faculty feels strongly about. Mrs. Kelley mentioned that it might be a good thing if the Board meets twice a year with faculty, without the presence of administrators. A motion to accept the Enrollment and Personnel report made by Mr. Donnelly, seconded by Mrs. Smith. Motion approved.

Mr. Lyle asked the Board to consider a policy revision as requested by Mr. Mott which pertains to the electronics policy, in order that a unified policy is in place for the new school year for grades for K-8. The revision relates to cell phones being placed in student lockers or cubicles in locked mode for the school day. There will be progressive forms of discipline for those in violation of the policy. All parents have been informed of the policy revision. Mrs. Kelley inquired if there is a policy for teacher use of cell phones during the school day, Mr. Lyle said there is no policy. A motion to accept the revised electronics policy made by Mr. Mikulec, seconded by Mr. Cinquino. Motion approved

ADMINISTRATIVE REPORTS

Mr. Loveria referred the Board to pages 16 & 17 of their packet regarding the Bridge Year Program with D'Youville College, which will provide CSAT high school students with the opportunity of earning college credits and participate in career exploration in the health care field. It is a work in progress as there are still a number of issues to be worked out. It should be noted that CSAT is the first school to be selected to participate with D'Youville on this project. This is not necessarily geared toward A+ students, but those who show resiliency and persistence in their work ethic. Also this year, the incoming freshmen class will begin a process in conjunction with D'Youville to prepare them to take online college level courses.

Mr. Lyle noted that CSAT has been working on a new branding campaign which is now underway and noted on pages 19 & 20 of the Board packet the first wave of new advertising that will appear on billboards and back of NFTA buses. There are also examples displayed here in the conference room. Mr. Mikulec asked what the goal of the new branding campaign is. Mr. Shannon responded that the goal was to get CSAT's name more recognized in the community to a wider range of parents, businesses and organizations in WNY.

Mr. Lyle informed that Board that a group of @20 teachers has been meeting to align power standards for ELA & Math. The upcoming professional development week (Aug 20-24) will concentrate on providing content specific training for grades K-8. The goal is to have an 8% growth rate in ELA & Math.

Mrs. Moore reminded the Board members that she is still in need of a few members disclosure form for the annual report.

Mr. Berti concluded the meeting with his hope that with new administrators in place and a fresh start to the new year that this coming school year will be a successful one. He would like to see greater participation of the building administrators at Board meetings, perhaps separate reports from each highlighting some of the activities that are taking place at each building. It does not have to be a long report but it would help the Board understand what is happening in each of the buildings.

ADJOURNMENT

Motion to move to executive session at 6:00 p.m. to discuss issues relating to personnel by Mr. Cinquino, seconded by Mr. Donnelly, approved. No action requiring Board vote arose. Motion to leave executive session and adjourn regular meeting at 6:40 p.m. by Mrs. Kelley, seconded by Mr. Mikulec. Meeting adjourned

Next Meeting: September 11, 2018, 4:30PM

