

Charter School for Applied Technologies
2303 Kenmore Avenue, Buffalo NY 14207

BOARD OF TRUSTEES MEETING 05/08/18

MINUTES

Board Members Present: David Quackenbush, Andrea Pasieka, John Cinquino, Michael Keller, Karen Kelley (joining by phone, Joseph Berti, Robert Mikulec) **Absent:** Ian Donnelly, Kenneth Robinson, Lisa Smith

Others Present: Efrain Martinez, Ann Morgante, Sue Jurewicz, Tanya Moore, Bob Shannon, Garrick Loveria, Tralina Middlebrooks, Fred Carstens, Thomas Sullivan, Nicole Killian, Crystal Kulaw, Alex Minney,

MINUTES

Motion to approve the April 10, 2018 Minutes including permanent committee reports and those submitted under ad hoc committee made by Mr. Keller, seconded by Mrs. Kelley. Minutes approved.

PUBLIC COMMENTS

High School students Alex Minney and Crystal Kulaw informed the Board that the high school marching band and jazz band attended a competition in Hershey Park, PA. the previous weekend. It was a successful trip in which the CSAT marching band & jazz band captured 1st place, with the jazz band awarded overall best jazz band. The students also had the opportunity to participate in a guided tour of Gettysburg. The Board congratulated the students and their teachers on this wonderful news.

FOLLOW UP FROM PREVIOUS MEETING(S)

- None

PRESENTATION

- None

PERMANENT BOARD COMMITTEES

- **Quality Assurance** – Mrs. Pasieka discussed the NYS ELA Assessment. While the test days were shortened from three to two, the exam itself was not. A number of students took the entire day to

complete while some did not finish. Mrs. Jurewicz commented that more writing was required, which could have contributed to number who did not complete the test. Mr. Quackenbush asked about those who did not finish, are they penalized for the questions they did not complete? Mrs. Jurewicz said the school can fill in no response instead of marking it wrong. CSAT did not participate in on-line test taking. Mrs. Pasiaka also commented on Next Generation Learning, which is new name for Standardized Testing. The school recognizes that we have gaps to correct and will begin planning on how to address them now. The curriculum gaps are seen in ELA (reading, phonics, whole literature). Mrs. Jurewicz commented on the K-5 & 6-8 power standards. The district wide committee will review them and create strategies for vertical alignment in conjunction with Next Generation Learning. Mrs. Pasiaka informed the Board that the Dashboard template has been created. The team will populate the dashboard and QA Committee will review it first and present it to the Board. As concerns the recent site visit, there has been no response yet from SED.

- **Career Readiness-** Mr. Loveria commented on the recent Career Convention. While it went well, there are changes that need to be made. There were some students, especially the seniors, who seemed disinterested. They have been through the same type of event for four years, and as Ms. Morgante commented, many have already made career choices, which is a testament to how well K-12 Career Readiness component has been implemented. Mr. Quackenbush attended and he noticed the disengagement of some students and the dress of some was not good, which tarnishes the image of the school, especially to the many visitors that day. Mr. Loveria is looking into a new program called Indigo, a universal social/emotional/career readiness tool. It is pricy, as it has various components to it that are priced separately. For next school year, there will be a fully articulated Pathways Program with a new mission. Also for next year, a high school physics class will be offered.
- **Finance-** Mr. Cinquino discussed the resolution before the Board on the Middle School building. At present, the real estate tax bill is in the \$50k-\$80K range. The resolution will flip the structure with CSAT becoming the owner, and the landlord will be the tenant, so as to avoid the large tax bill. There is also a reverter clause which means at the end of the lease, CSAT can walk away and it reverts back to Maguire Corporation. For budget and audit purposes, the building would become an asset and the lease a liability. Mr. Quackenbush commented that the resolution was properly vetted with attorneys and bank. After discussion a motion to approve the resolution was made by

Mr. Cinquino, seconded by Mr. Keller. The resolution is approved. Mrs. Kelley will sign the resolution on behalf of the Board, Mr. Cinquino and Mrs. Moore will sign the agreement on behalf of CSAT. The school will inform SED on this matter. Mr. Cinquino mentioned that the 2018-2019 school budget is nearly complete and will be presented to Board at the June meeting.

AD HOC BOARD COMMITTEES

- **Appeals** – Mrs. Kelley noted that all appeals have been completed. There is the possibility of one appeal but no word yet on parent response.

OLD BUSINESS

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NEW BUSINESS

Enrollment – Mrs. Moore reviewed the enrollment report which illustrates that the current enrollment of the school stands at 2,167 students. There were some comments on trends from elementary to middle; Mr. Martinez said there is some drop-off but nothing significant, and another question on what the average % of FTE is determined. Mrs. Moore noted that for 2017-2018 it was at 97% capacity.

Personnel Report – Mrs. Moore reviewed the personnel report; new hires, position and salary changes, resignations, leaves of absences, and anticipated leaves of absences and those related to Family Leave Act. Mrs. Moore also mentioned that she is working with Human Resources Dept to refine the interview process to help prospective new employees understand the culture of CSAT.

A motion to accept the enrollment and personnel report was made by Mr. Cinquino, seconded by Mrs. Pasioka. Motion approved.

ADMINISTRATIVE REPORTS

Mr. Loveria presented two new changes to the student handbook for the 2018-2019 school year, cell phone policy and dress code

Cell phone: The current policy has not worked well and has caused too much interference in the learning process. The new policy restricts the use of electronic devices in hallways or restrooms, or during class time without the explicit permission of his/her teacher. The students may use their devices at breakfast and lunch only. The new policy also spells out consequences if a student violates the policy. The board members had a number of comments and questions, including the definition of a school official, use of a cell phone watch, use of phones during lunch. Mr. Mikulec suggests that the new policy be implemented and review it after 30-60 days and make additional changes if necessary. Mrs. Kelley also suggests we do

bullet points with yes/no, what/where so students will have a better understanding of the policy. After more discussion, a motion to accept the new cell phone policy with revisions, made by Mrs. Kelley, seconded by Mr. Keller. The motion is approved.

Dress Code: There are a few notable changes...possibly other color polo shirts besides the current yellow, students allowed to wear one pair of stud earrings in their ears and a non smart wrist watch. There is certain clothing that is not permitted, including outdoor attire, notably hoodies, even with a CSAT logo.

Headphones are not permitted to be worn. There are incentives for those who adhere to the dress code, i.e. seniors will be allowed to sign out during lunch period, monthly dress down days and snacks in lunch. A number of comments were made by board members on the enforcement of the dress code. Mr.

Quackenbush noted that the new code implies an obligation that needs enforcement, that is integral to its success.. There were other comments about wearing black sneakers, flip flops and close toe shoes. The school will consider other color polo shirts, as long as the school logo is on it. Mr. Loveria recommended that a new revision be made before it is voted upon by the Board and presented to faculty and students.

Motion to move into executive session at 6:30pm by Mr. Cinquino, seconded by Mr. Keller.

AGENDA SETTING

- **Next meeting June 12th at 4:30 p.m.**

ADJOURNMENT

Meeting adjourned at 7:00 p.m.