

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

BOARD OF TRUSTEES MEETING 04/10/18

MINUTES

Board Members Present: David Quackenbush, Andrea Pasieka, Ian Donnelly, Joseph Berti, Lisa Smith, John Cinquino, Michael Keller, Karen Kelley, Robert Mikulec, Kenneth Robinson (absent-Danielle Salasavage)

Others Present: Efrain Martinez, Nadine Williamson, Ann Morgante, Sue Jurewicz, Andy Lyle, Tanya Moore, Brandon Pafk, Bob Shannon, Tralina Middlebrooks, Fred Carstens, Thomas Sullivan, Adam Brignone, Sara Martinez, Crystal Kulaw, Nina Greco, Alex Minney, Sierra Hunt

MINUTES

Motion to approve the March 13, 2018 Minutes including permanent committee reports and those submitted under ad hoc committee by Mr. Berti, seconded by Mr. Cinquino. Minutes approved.

PUBLIC COMMENTS

Music Teachers Adam Brignone, Sarah Martinez and four students in music program, made a presentation on the need to make improvements to the music room at the high school. The music program has grown in recent years and the cramped space they are currently using is a major issue. They are asking the Board to consider retrofitting the music room by converting a storage room and 2 teacher offices to provide for a large practice room. Mr. Martinez proposed exploring the use of bond monies as a possibility and look to at other space that may be available. He assured the teachers and students that this issue will be part of the budget discussion which is now under consideration.

FOLLOW UP FROM PREVIOUS MEETING(S)

- None

PRESENTATION

- None

PERMANENT BOARD COMMITTEES

- **Quality Assurance** – Ms. Smith made a few comments on how CSAT defines quality. The next QA meeting will help refine that process. A discussion ensued on the recent SED Mid Term site visit. Mr. Lyle commented on preparing a dash board perspective, which will give the Board data on how school leadership address issues of quality. Mr. Martinez also spoke on the strengths of the school. He gave as an example how CSAT has never exceeded the numbers as it applies to special education. If CSAT had control of special education services, we could better address the quality issue. A few of the Board members commented on what should be included on the dashboard. Mr. Lyle recommended that a review of QA minutes will help in determining if certain themes emerge. Mrs. Pasioka feels that the dashboard should be reviewed monthly, which will help drive the agenda. Mr. Kelleher inquired about the site visit and when a report will be made available to CSAT.

AD HOC BOARD COMMITTEES

- **Appeals** – Mrs. Kelley noted that there is 1 appeal in process, waiting on parent interview. Mr. Quackenbush asked if appeals were up or down this year, Mrs. Kelley noted the number is down. Mrs. Kelley commented on providing services to suspended students, but noted that since CSAT is ineligible to participate in BOCES alternate site instruction, the school assumes the cost of that service. Mr. Martinez made note that the suspension numbers are up this year because we follow our Code of Conduct and we accurately and honestly report our numbers. Mrs. Kelley inquired about a creating a dashboard, showing date on short term and permanent suspensions. Mr. Martinez responded to a Board members inquiry on partnerships in the community; he mentioned that we work closely with Child & Family Services and that students who require instruction have two choices, report to Family Support Center or a community center/public library. In both instances, tutors, usually CSAT teachers, provide instruction.
- **Facilities**- Mr. Kelleher reviewed the handout on the high school construction. The project is on budget. He mentioned the time line, a few project delays that were mainly Town induced. There are a few outstanding items, including parking lot lighting, roof safety railing system, storage shed and landscaping. Once the safety railing system is installed and inspected, a final certificate of occupancy will be issued by Town of Tonawanda. Mr. Kelleher thanked Mr. Shannon and Ms. Morgante for their contributions to the success of the project.

OLD BUSINESS

____Mr. Quackenbush informed the Board that 2019 graduating class of CSAT will be eligible for the Say Yes College Scholarship Program.

NEW BUSINESS

- **2018-2019 Calendars** – Mr. Martinez asked the Board to review and approve the 2018-2019 school calendar that was presented at the March meeting. Motion to approve the school calendar by Mr. Donnelly, seconded by Mr. Cinquino. The calendar is approved
- **Enrollment** – Mr. Martinez reviewed the enrollment report which illustrates that the current enrollment of the school stands at 2,182 students.
- **Personnel Report** – Mrs. Moore reviewed the personnel report; new hires, position and salary changes, resignations, leaves of absences, and anticipated leaves of absences, mainly 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.

ADMINISTRATIVE REPORTS

Mr. Lyle presented the CAO report. In it he highlighted the Northland Workforce Training Center, of which CSAT is now a partner. It's a 2 year program taught by ECC professors.

Following graduation, students will have their journeyman papers. CSAT student costs are covered via Say Yes. A new partnership involving D'Youville College with on-line learning and Bridge Year programming. This partnership will also include professional development for our teachers. CSAT has reached out to faculty at Oracle Charter who are being displaced as a result of the school closing, especially science and math teachers. CSAT will also be working with Teach for America on teacher recruitment and possibly travel out of state to recruit. A few Board Members did mention its concern on the lack of teacher candidates. Mr. Lyle mentioned that CSAT students from Buffalo now qualify for Say Yes scholarships. Ms. Smith informed the Board that Moog Corp. has apprenticeship opportunities for future engineers.

Motion to move into executive session at 5:50pm by Mr. Berti, seconded by Mr. Donnelly.

AGENDA SETTING

- **Next meeting May 8th at 4:30 p.m.**

ADJOURNMENT

Meeting adjourned at 7:00 p.m.