

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

**BOARD OF TRUSTEES MEETING 09/12/17**

**MINUTES**

**Board Members Present:** David Quackenbush, Karen Kelley, Andrea Pasieka, John Cinquino, Ian Donnelly, Danielle Salasavage, Michael Keller, Robert Mikulec, Joseph Berti

**Others Present:** Efrain Martinez, Garrick Loveria, Bob Shannon, Adam Brignone (Fine Arts Director), Brandon Pafk, Fred Carstens, Thomas Sullivan, Nicole Killion, Andy Lyle, Ann Morgante, Tanya Moore, Tralina Middlebrooks.

**MINUTES**

Motion to approve the August 8, 2017 Minutes including permanent committee reports and those submitted under ad hoc committee by Mr. Keller, seconded by Mr. Donnelly. Minutes approved.

**PUBLIC COMMENTS**

- None

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

- None

**PRESENTATION**

- **Managing Special Projects** – Assistant to the Superintendent, Thomas Sullivan provided the Board of Trustees and updated description of the projects he is currently engaged in on the school's behalf. Citing pages six and seven (6-7) of the Board packet, Sullivan mentioned that particular attention was currently being given to working with our new Arab and Burmese families via the International Institute of Buffalo to help expedite their child's integration into the CSAT family. Additionally, Sullivan discussed how he is researching the topic of online learning in hopes of providing direction in this area to the high school in the future. Lastly, the superintendent has asked Sullivan to assist the Human Resource department in conducting some staff disciplinary inquires/investigations that will be discussed in greater detail in executive session.

## **PERMANENT BOARD COMMITTEES**

- **Quality Assurance-Preliminary Report on 3-8 Test Results** – Superintendent Martinez presented to the Board last year’s grades 3-8 ELA and Math NYS high stakes assessment scores that demonstrate growth in ten of twelve grade categories (six in ELA and six in Math). On chart on page ten (10) of the Board packet illustrates CSAT’s average growth in all grades in comparison to other area schools in both subject areas. Following page eleven (11), Martinez provided a narrative of last year’s cohort performance over the past two years. Page twelve (12) illustrates the 2017 data dashboard that will help inform future Quality Assurance committee discussions that might investigate whether we can disaggregate the third grade classroom who last utilized the iReady intervention program as a lead up to complete integration across all grades this year.

## **AD HOC BOARD COMMITTEES**

- **Facilities** – Mr. Keller provided a brief Facilities update on the high school construction project stating that the projected completion date will be in the vicinity of October 9-16<sup>th</sup> and that due to this there would be two building openings, one for the first floor and the next for the second floor. The budget has tightened due to delays however the committee still believes that project will finish under budget including the contingency. In terms of town building code issues there are a few minor struggles to surmount though Keller does not anticipate these adversely affecting our ability to gain temporary certificates of occupancy. Principal, Ann Morgante, stated that the high school’s deficit of student enrollment will be addressed once the construction is complete and more student space is available. The Board formally thanked Morgante, Shannon and Keller for their diligence and time spent focused on this large project throughout the summer and up to the present day.
- **PAC** – None

## **OLD BUSINESS**

- **Policy Approval** – Director of Student Services, Garrick Loveria, provided the Board a copy of the new proposed Student Code of Conduct which was revised to incorporate several suggestions derived from both NYSED Charter School Office and the district’s legal counsel. Loveria referenced specific revisions relating to due process notifications, disciplining students with disabilities and the utilization of an abeyance which has been altered to fall into alignment with

what educational law deems a probationary agreement. Mr. Berti inquired as to the high school's electronics policy and Morgante delineated how the high school expectation has evolved this year. Loveria will send the Board out a revised electronics policy that encompass the revisions requested from the high school administration.

## **NEW BUSINESS**

- **Enrollment** – Mr. Martinez reviewed the enrollment report on page thirteen (13) which illustrates that the projected enrollment for the first day of school stands at 2138 students therefore the Enrollment Office will be stepping up recruitment as construction at the high school nears completion.
- **Personnel Report** – Mr. Martinez reviewed the personnel report on pages fourteen through sixteen (14-16) of the packet which includes the loss/resignation of five key teachers. Martinez stated that Western New York no longer has a surplus of teachers, especially those fresh out of college. And this situation has created a competitive condition amongst area schools where they vie against one another for the best candidates and must be willing and able to pay accordingly. Martinez then asked the principals to review the list of their new hires. Lastly, is the list of current and impending leaves of absence under DBL/FMLA. Motion to approve the personnel report by Mrs. Kelley, second by Mr. Keller. Report approved.
- **Washington D.C. Field trip** – Mr. Martinez requested Board approval for an ELA teacher to take a select group (10-12 students) of 10<sup>th</sup> graders to Washington D.C. to visit the U.S. Memorial Holocaust Museum and several other historically relevant sites. Motion to approve out-of-state field-trip by Mr. Berti, seconded by Mr. Cinquino. Approved.

## **ADMINISTRATIVE REPORTS**

- **Opening-Principals** – Mr. Martinez asked the principals to provide their impressions of how the opening of school went. All were in agreement that the transition from the prior week of professional development into the first week went seamlessly. The staffs at each school have been quite receptive to the intensive training with the only true issue arising from consistently late busing on the part of First Student. Morgante praised the NFTA Metro service to this point in the year.

- **Superintendent** – Martinez shared with the Board that a well-known historical reprobator, Joe Wiegand, would be visiting Saia Hall on September 13<sup>th</sup> reprising the character of our 26<sup>th</sup> president Theodore Roosevelt. While at the school he will field questions from elementary and high school students in a Town Hall style meeting. Should any Trustees choose to attend they will not be disappointed by Wiegand who is a nationally acclaimed actor and historian who has portrayed Roosevelt in front of former President George Bush at Theodore Roosevelt's 150<sup>th</sup> Birthday Celebration.

### **AGENDA SETTING**

- **Next meeting October 10 at 4:30, Family Support Center**

### **ADJOURNMENT**

- Motion to move to executive session at 6:35 p.m. to discuss issues relating to personnel by Mr. Mikulec, seconded by Mrs. Salasavage, approved. No action requiring Board vote arose. Motion to leave executive session and adjourn the regular meeting at 6:50 p.m. by Mrs. Kelley, seconded by Mr. Mikulec. Meeting adjourned.