

Charter School for Applied Technologies

Board Meeting Minutes

January 13, 2025



Public Comments

- Rose Cook – Issues with traffic and safety concerns surrounding the school
 - She is a homeowner near Kenmore and Seabrook
 - Traffic and quality of life concerns
 - Daily access and safety
 - Vehicles routinely travel over the speed limit to drop students off
 - Risk to residents is significant
 - Parking violations on Seabrook and Vulcan
 - School parking lot contains 59 parking spaces and there is not enough parking and pushes congestion in surrounding parking areas
 - Traffic safety concerns while employees of the school conduct traffic
 - Student behavior in surrounding neighborhoods – littering and loitering, congregating, entering private backyards
 - Need for improved security
 - Traffic engineering review is needed
 - Requesting solutions – formal review, evaluation of parking, enforcement of no standing restrictions, training for traffic control, improved security, written follow up regarding access and timelines.
 - This year is worse than in previous years.
 - Mornings are difficult, camera picks up how many cars come down the street, alarm rings 270 times between 7:08 and 7:30ish.

Minutes

- Minutes from 12.09.2025
 - Motion to Approve – John Cinquino
 - Second – Andrea Pasieka
 - Motion approved.

Presentation:

Career Readiness – Xello

- Mr. Bigouette presented on Xello, online career readiness platform – this is a part of our applications use, adopted in 2024, has been integrated into our programming K-12, helping to identify and define pathways for careers moving forward, age appropriate and engaging.
 - 2200 logins this year at this time, last year 1300 – have doubled usage.
 - 79% of all students K-12 have logged into Xello
 - 95% of all login students have completed their Matchmaker
 - 58% have saved careers
 - 72 seniors completed at least one application to college through Xello
 - 349 (111% increase) students completed Matchmaker (7th and 8th grade)
 - 117 - # of 8th graders who completed Biases and Career choices (vs 81 last year)
- Xello – Uniting Career Readiness K-12 – Mr. Bigouette and Ms. Gress discussed usage and the differing aspects of Xello at all levels
 - K-2
 - Set up like a game - “Career Town” through fun and engaging with learning opportunities, there is a mission and the students learn the jobs that the community in the game does.
 - Other skills like hand-eye coordination
 - Portfolio in Xello starting in Kindergarten:
 - Basic self-assessment
 - Six career pathways (relevant to our career pathways at the HS)
 - “Jobs that I like” – can save to refer back to
 - “My Files” – students can detail their own learning experiences and reflect on things like field trips – what they learned and what they liked

- 3-5
 - Less gamified and focused on self-assessment and career interests, document skills, achievements documentation, and storyboard – “My Files” at the 3-5 level
 - Look at careers associated with the school subjects they like and jobs that are related
 - Can parents access? Yes – but we have to set this up. Mr. Chambers noted that it the program is easy and user-friendly and that they can use this for life.
- 6-12
 - More “social media feed” looking, dashboard components can be tailored based on interest
 - “The Real Game” – simulated for the board. Students do a “sustainability” project in Media Studies in grade 8 to determine their lifestyle and career choices.
- Xello fits into the part of our mission for Career Readiness – has united and improved our program.
- Helping to rework our programming to be seamless – catalog, reflect, and self-assess.
- Portfolio Development: Mr. Bigouette discussed the yearly portfolio development, 6-12. Houses professional documents and achievements that students receive. Develop a capstone portfolio senior year/digital portfolio and students can continue to use the program after they leave.
- Mason Hawkins, a senior at CSAT, presented his capstone portfolio and Xello account to the board. Discussed some of the elements of the internship program and how students use Xello to develop their portfolios around their experiences – internships, reflections, summer experiences, highlights of experiences, and outlook on the future and college choices and developments. He detailed his experience in his internship at M&T Bank, explored through his weekly reflections on Xello and his presentation at his internship.
- Mr. Berti recommended to the board for members to attend the Mock Interviews on March 4, 2026.
- Next steps – continue expanding with intentionality, work-based learning implementation, continue building partnerships, employers can work within Xello to post internship experiences.
- CR Committee can leverage Xello to further develop the Persistence Scale. Tangible data. Mr. Donnelly cited that we need a way to use this to market CSAT to the community.

Administrative Reports – Mr. Lyle

- **Administrative Report – Mr. Loveria**
 - Went to Niagara Falls Underground Railroad Heritage Center for recruitment meeting on January 5th, 2026. Many questions from the community.
 - There are opportunities for recruitment and marketing in this area. There was media follow-up coverage and politicians present.
- **Principal’s Report** - Mr. Lutterbein presented on several high school cultural events that had recently occurred including Homecoming/Pep Rally and the Winter Band Concert and how these events are reinforced through the school’s code of character, RALPH. Currently, NEST Intervention has been created during the school day for all students needing additional support for the upcoming Regents examinations in January. Kudos to the great work being conducted by the Math department! The school is still desperately seeking certified staff in a couple subject areas which will hopefully be addressed at the upcoming Teacher Recruitment Day. Mr. Berti inquired as to how the electronics (phone) ban is progressing, to which Lutterbein replied that the ban has resulted in a cultural shift due to a decrease in distractions during class time.

Permanent Board Committees

- **Quality Assurance – Ms. Pasioka**
 - High school Regents results were the focus of the last QA meeting. Overall results were mostly favorable in comparison to 2025 NYS results and CSAT outperforms many other WNY schools in general. In comparison to 2025, suspension rates are also continuing to decline, and this marks a continued positive year-over-year downward trend. Related to decreasing suspension rates, the high school has analyzed several areas of behavioral concern and aligned them to the code of character to increase focus on those positive traits that we are seeking to elicit from our students. Additionally, there are positive signs that attendance is also improving and that our tiered system of supports is having a meaningful impact in promote schoolwide positive

behavior. Lastly, Pasieka illustrated the impact of ECCP in terms of the number of college credits conferred and internship participation of the last four graduating classes.

- Pasieka discussed 2025 SPED 3-8 NYS Assessment participation rates at CSAT in comparison to surrounding districts and illuminated how standards and expectations for SPED testing participation at CSAT are higher than in any other school in the WNY area.

- **Finance – None**
- **Career Readiness – None**
- **PTO –** Mr. Campbell announced that there would be an upcoming Meat Raffle with proceeds to benefit the PTO fundraising account on March 21st. Additionally, the PTO was also planning to hold a districtwide dress down and movie night fundraiser.

Ad Hoc Board Committees

- **Appeals –** Mr. Donnelly reported that there was one outstanding appeal to be decided and it resided with Trustee Cornacchio at this time.

Old Business

- **None.**

New Business

- **Enrollment –** Mr. Loveria
 - Loveria reported that the current enrollment report could be found on page 21 of packet and the CSAT currently enrolls 2298 students.
- **Personnel Report –** Mr. Lyle
 - Lyle discussed the personnel report highlighting that since the last month there have been four staff separations. Two separations, Harrington and Pedone, left to pursue advancement opportunities at district schools and another faculty member resigned for medical reasons. There was also one termination in the custodial department.
 - Motion to Approve – John Cinquino
 - Second – Bryan Carlo
 - Motion approved.

6:00 pm - Executive session to discuss matters related to personnel.

- Motion – Bryan Carlo
- Second – Andrea Pasieka
- Motion approved

Motion to leave executive session with no items requiring Board approval and adjourn.

- Motion – Kevin Cornacchio
- Second – Jason Campbell
- Meeting adjourned at 6:10 pm.

Agenda Setting

Next meeting is **February 10, 2026**

Attendance in person: Joseph Berti, Bryan Carlo, Andrea Pasieka, John Cinquino, Jason Campbell, Kevin Cornacchio, Terrell Chambers, Ian Donnelly

Others: Andy Lyle, Garrick Loveria, Tanya Moore, Ann Morgante, Sue Jurewicz, Patrick Heyden, Brett Lutterbein, Dara Seeley, Sarah Monaco, Chris Bigouette, Lindsay Gress, Shane Lynch, Dan Scholze, Nicole Killion, Tara Puff,