

Charter School for Applied Technologies

Board Meeting Minutes

June 23, 2026



Public Comments

Shane Lynch made public comments thanking Mr. Verrall for his new efforts, and Mr. Lyle for his work at CSAT.

Minutes

- Minutes from 06.09.2026
 - Motion to Approve – Mr. Kottakis
 - Second – Mrs. Pasioka
 - Motion approved.

Presentation:

- None

Administrative Reports

- **Administrative Report** – Mr. Lyle and Mr. Verrall
 - Finalized elementary school schedule – with feedback from specials teachers. Able to address teachers' concerns and every child will be in the greenhouse this upcoming year.
 - Anna Hall reached out (NE Charter School Network) about CSAT signing on for \$16,000 to take advantage of the charter group's services. (reduced rate). Board was in general agreement but wants someone to take the lead for connecting and accessing the services.
 - Construction on the FSC is happening, new ceilings and lighting. There will be staged improvements and construction so the board room will be unavailable in August. Hosting in the Music Suite of the middle school.
 - Student participation at board meetings? – will bring up this concept in August board meeting, opportunity for student leadership to be present at the meetings. Ms. Smith discussed that embedding students in meetings when sensitive information is discussed (despite the fact that this is an open meeting) could be an issue with some members of the board. Seniors taking PIG or AP Government were recommended. Mr. Lutterbein mentioned times of the year that would be appropriate for showcasing student voice and how they would be prepped for the meetings. This concept will be more formally reviewed in August.
 - Open enrollment closed but about 40 still to complete. Increased enrollment in high deductible plans by 40% (4). Will seek feedback from those individuals over the course of the year.
- **Principal's Report** - Mr. Lutterbein
 - Mr. Lutterbein highlighted the end of the year events for the high school.
 - Seniors: career readiness/Senior Signing Day, senior breakfast, prom, picnic, K-12 parade in collaboration with the elementary school. This class came together as a group more than many others before them, and impacts the rest of the school.
 - Regents testing started at the beginning of last week, along with the new exams – English and Alg II. Shift to a semester schedule, 90% pass rate as a whole for Algebra I students in those classes. Biology increase to mid-60s from 46% last year. Global pass rates similar but mastery significantly increased. We hired a special education science and new science teacher!
 - Currently the HS is only missing an art teacher and new library media specialist.

Permanent Board Committees

- **Quality Assurance** – Mrs. Pasioka
 - Mrs. Pasioka discussed updates from QA, *what are we going to do moving forward?*
 - Goal: Every student up to grade level or beyond
 - ES: emphasis is to increase math and ELA proficiency across all grade levels. Increasing PD around this curriculum. Working on the master schedule, 90-120 minutes of ELA every day and 60 minutes of math. Improving Tier 1 instruction. Houses breaking up the students into more focused groups, working with ENL and special education. Familiarizing students with the NYS assessments.

- MS: using RTI Scheduler to help schedule and provide consistency in terms of supports. 101 classes driven by IXL, conferencing with teacher once per week, math and ELA focus. Working with teachers - emphasis on coaching, teacher leadership, 5-week data cycles.
- HS: focus on Tier 2 instruction, proficiency to mastery levels in student performance.
- Suspension rates (pg. 11-12) were discussed, disproportionality rates.
- **Finance** – None
- **Career Readiness** – None
- **PTO** – Mr. Campbell
 - Updates: PTO is doing a raffle (pair of Bills season opener tickets). Ask is \$30 per ticket. Board is asked to take ten tickets and sell them. Can be picked up in the office at each school and the FSC. Cash only. Drawing held on September 13, live, on our Facebook page (PTO) – launching the new FB page shortly. Goal is to sell 400 tickets. August is the next meeting. Planning for Fall Fest.

Ad Hoc Board Committees

- **Appeals** – Mr. Donnelly

Old Business

- None

New Business

- **2026-2027 District-wide Safety** – Mr. Loveria
 - URL is in the notes. The addition of new personnel has been updated, sports and clubs, new laws, etc. Move to approve at next board meeting. AED training discussed.
- **CSAT Board of Trustees 2026-2027 Calendar (pg. 13)**
 - Mr. Berti reviewed the new board calendar, should be similar with few to no shifts. No vote needed.
- **Enrollment** – Mr. Loveria
 - Mr. Loveria discussed the enrollment report and next year's tracking. Kindergarten is an area we will still continue to recruit. 121 right now in K. Lost some students not returning in grades 1 and 2, but will add to grades 3 and 4. Students on the wait list will fill those gaps. Still recruiting throughout the summer.
- **Personnel Report** – Mr. Lyle
 - Mr. Lyle discussed the personnel report – additions and separations, leaves and returns.
 - Motion to Approve – Steve Kottakis
 - Second – John Cinquino
 - Personnel report approved.

Motion to Adjourn

- Motion – Mr. Carlo
 - Second – Mr. Kottakis
- Meeting adjourned at 5:19pm.

Agenda Setting

Next meeting is **August 11, 2026 – Middle School, 24 Shoshone Street, Buffalo.**

Attendance in person: Joseph Berti, Lisa Smith, Jason Campbell, Bryan Carlo, Steve Kottakis, John Cinquino, Andrea Pasioka, Lisa Smith

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