

Application: Charter School for Applied Technologies

TANYA MOORE - tmoore@csat-k12.org
2021-2022 Annual Report

Summary

ID: 0000000237
Status: Annual Report Submission
Last submitted: Jan 20 2023 11:06 AM (EST)
Labels: Board of Regents

Entry 1 School Info and Cover Page

Completed Nov 28 2022

[Instructions](#)

Required of ALL Charter Schools

Each Annual Report begins with a completed School Information and Cover Page. The information is collected in a survey format within Annual Report portal. When entering information in the portal, some of the following items may not appear, depending on your authorizer and/or your responses to related items.

Entry 1 School Information and Cover Page

(New schools that were not open for instruction for the 2021-2022 school year are not required to complete or submit an annual report this year).

Please be advised that you will need to complete this cover page (including signatures) before all of the other tasks assigned to you by your school's authorizer are visible on your task page. While completing this cover page task, please ensure that you select the correct authorizer **(as of June 30, 2022)** or you may not be assigned the correct tasks.

BASIC INFORMATION

a. SCHOOL NAME

(Select name from the drop down menu)

CHARTER SCHOOL FOR APPLIED TECHNOLOGIES 800000051942

a1. Popular School Name

CSAT

b. CHARTER AUTHORIZER (As of June 30th, 2021)

Please select the correct authorizer as of June 30, 2022 or you may not be assigned the correct tasks.

BOARD OF REGENTS

d. DISTRICT / CSD OF LOCATION

KENMORE-TONAWANDA UFSD

e. DATE OF INITIAL CHARTER

1/2001

f. DATE FIRST OPENED FOR INSTRUCTION

8/2001

c. School Unionized

Is your charter school unionized?

Yes

c. Name of Union

Provide the name of the union:

Charter School for Applied Technologies Teachers Association

c. Date Unionized

Provide the date of unionization:

7/2002

f. APPROVED SCHOOL MISSION (Regents, NYCDOE, and Buffalo BOE authorized schools only)

MISSION STATEMENT

The Charter School for Applied Technologies prepares students to attain family sustaining careers by integrating career exploration and a lifelong learning culture.

g. KEY DESIGN ELEMENTS (Regents, NYCDOE, and Buffalo BOE authorized schools only)

KEY DESIGN ELEMENTS (Briefly describe each Key Design Elements (KDE) as presented in the schools approved charter. KDEs are those general aspects of the school that are innovative or unique to the school’s mission and goals, are core to the school’s overall design, and are critical to its success.

KDE 1	Focus on Learning is evident upon visits to
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	teaching teams during their common planning time and examination of the curriculum maps.
KDE 2	A school organized for interdependent and collaborative work of staff and students is also evident through curriculum and team documentation.
KDE 3	A better use of time is evidenced by an analysis of calendars, schedules, and documentation on extracurricular, as well as curricular afterschool and summer offerings.
KDE 4	A rich and challenging curriculum is evidenced by the Next Generation Standards aligned curriculum maps.
KDE 5	Professional development in the context of the teamwork is evidenced by professional development documentation and via teacher testimonials.
KDE 6	Assessment that provides accountability (assessment for learning) is evidenced by the universal and expert use of eDoctrina® to inform instruction.
KDE 7	A focus on Applied Technologies is evident by our course offerings, curriculum maps, specialized programs and facilities inspection.
KDE 8	A partnership with families is evidenced by parent satisfaction surveys and conferences documentation.
KDE 9	A school tailored to the community is evidenced by the extraordinary number of partners that support the school and provide services.
KDE 10	(No response)

Need additional space for variables

No

h. SCHOOL WEB ADDRESS (URL)

www.csat-k12.org

i. Total Approved Charter Enrollment for 2021-2022 School Year (exclude Pre-K program enrollment)

2365

j. Total Enrollment on June 30, 2022 (exclude Pre-K program enrollment)

2331

k. Grades Served during the 2021-2022 School Year (exclude Pre-K program students)

Check all that apply

Grades Served

K, 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12

l1. DOES THE SCHOOL CONTRACT WITH A CHARTER OR EDUCATIONAL MANAGEMENT ORGANIZATION?

No

FACILITIES INFORMATION

m. FACILITIES

Will the school maintain or operate multiple sites in 2022-2023?

	Yes, 3 sites
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CHARTER SCHOOL FOR APPLIED TECHNOLOGIES 800000051942

School Site 1 (Primary)

m1. SCHOOL SITES

Please provide information on Site 1 for the upcoming school year.

	Physical Address	Phone Number	District/CSD	Grades to be Served at Site for coming year (K-5, 6-9, etc.)	Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No).
Site 1	2303 Kenmore Avenue, Buffalo, NY 14207	716-8767-7505	Kenmore-Tonawanda	K-5	

m1a. Please provide the contact information for Site 1.

	Name	Title	Work Phone	Alternate Phone	Email Address
School Leader	Andrew Lyle	Superintendent	716-876-7505		alyle@csat-k12.org
Operational Leader	Susan Jurewicz	Principal	716-876-7505		sjurewicz@csat-k12.org
Compliance Contact	Garrick Loveria	Deputy Superintendent	716-876-7505		gloveria@csat-k12.org
Complaint Contact	Andrew Lyle	Superintendent	716-876-7505		alyle@csat-k12.org
DASA Coordinator	John Bresnock	School Counselor	716-876-7505		jbresnock@csat-k12.org
Phone Contact for After Hours Emergencies	Andrew Lyle	Superintendent	716-462-9928		alyle@csat-k12.org

m1b. Is site 1 in public (co-located) space or in private space?

Private Space

IF LOCATED IN PRIVATE SPACE IN NYC OR IN DISTRICTS OUTSIDE NYC

m1d. Upload a current Certificate of Occupancy (COO) and the annual Fire Inspection Report for school site 1 if located in private space in NYC or located outside of NYC .

Certificate of Occupancy and Fire Inspection. Provide a copy of a current and non-expired certificate of occupancy (if outside NYC or in private space in NYC). For schools that are not in district space (NYC co-locations), provide a copy of a current and non-expired certificate of occupancy, and a copy of the current annual fire inspection results, which should be dated on or after July 1, 2021.

- **Fire inspection certificates must be updated annually. For the upcoming school year 2022-2023, the fire inspection certificate must be dated after July 1, 2021.**
- **If the fire inspection certificate is dated after the August 1, 2022 submission of the Annual Report, please submit the new certificate with the Annual Report entries due on November 1, 2022.**

Site 1 Certificate of Occupancy (COO)

[COO1_3522041451-C of O - K-5.pdf](#)

Filename: COO1_3522041451-C of O - K-5.pdf **Size:** 206.9 kB

Site 1 Fire Inspection Report

[2021 ESnyfireinsp.pdf](#)

Filename: 2021 ESnyfireinsp.pdf **Size:** 412.7 kB

CSAT

School Site 2

m2. SCHOOL SITES

Please provide information on Site 2 for the upcoming school year.

	Physical Address	Phone Number	District/CSD	Grades to be Served at Site for coming year (K-5, 6-9, etc.)	Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No).
Site 2	2245 Kenmore Avenue, Buffalo, NY 14207	716-876-7505	Kenmore-Tonawanda	9-12	No

m2a. Please provide the contact information for Site 2.

	Name	Title	Work Phone	Alternate Phone	Email Address
School Leader	Andrew Lyle	Superintendent	716-876-7505		alyle@csat-k12.org
Operational Leader	Ann Morgante	Principal	716-876-7505		amorgante@csat-k12.org
Compliance Contact	Garrick Loveria	Deputy Superintendent	716-876-7505		gloveria@csat-k12.org
Complaint Contact	Andrew Lyle	Superintendent	716-876-7505		alyle@csat-k12.org
DASA Coordinator	Courtney Doyle	BIS	716-876-7505		cdoyle@csat-k12.org
Phone Contact for After Hours Emergencies	Andrew Lyle	Superintendent	716-462-9928		alyle@csat-k12.org

m2b. Is site 2 in public (co-located) space or in private space?

Private Space

IF LOCATED IN PRIVATE SPACE IN NYC OR IN DISTRICTS OUTSIDE NYC

m1d. Upload a current Certificate of Occupancy (COO) and the annual Fire Inspection Report for school site 1 if located in private space in NYC or located outside of NYC .

Certificate of Occupancy and Fire Inspection. Provide a copy of a current and non-expired certificate of occupancy (if outside NYC or in private space in NYC). For schools that are not in district space (NYC co-locations), provide a copy of a current and non-expired certificate of occupancy, and a copy of the current annual fire inspection results, which should be dated on or after July 1, 2022.

- **Fire inspection certificates must be updated annually. For the upcoming school year 2022-2023, the fire inspection certificate must be dated after July 1, 2022.**
- **If the fire inspection certificate expires after the August 1, 2022 submission of the Annual Report, please submit the new certificate with the Annual Report entries due on November 1, 2022. Please note in the portal that this is the case**

Site 1 Certificate of Occupancy (COO)

[m2dco_3522049035-C of O - High School.pdf](#)

Filename: m2dco_3522049035-C of O - High School.pdf **Size:** 142.0 kB

Site 2 Fire Inspection Report

[2021_HSnysfireinsp.pdf](#)

Filename: 2021_HSnysfireinsp.pdf **Size:** 371.0 kB

CHARTER SCHOOL FOR APPLIED TECHNOLOGIES 800000051942

School Site 3

m3. SCHOOL SITES

Please provide information on site 3 for the upcoming school year.

	Physical Address	Phone Number	District/CSD	Grades to be Served at Site for coming year (K-5, 6-9, etc.)	Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No).
Site 3	24 Shoshone St, Buffalo, NY 14214	716-876-7505	Buffalo	6-8	No

m3a. Please provide the contact information for Site 3.

	Name	Title	Work Phone	Alternate Phone	Email Address
School Leader	Andrew Lyle	Superintendent	716-876-7505		alyle@csat-k12.org
Operational Leader	Anthony Favata	Principal	716-876-7505		afavata@csat-k12.org
Compliance Contact	Garrick Loveria	Deputy Superintendent	716-876-7505		gloveria@csat-k12.org
Complaint Contact	Andrew Lyle	Superintendent	716-876-7505		alyle@csat-k12.org
DASA Coordinator	Jared Lincourt	Assistant Principal	716-876-7505		jlincourt@csat-k12.org
Phone Contact for After Hours Emergencies	Andrew Lyle	Superintendent	716-876-7505		alyle@csat-k12.org

m3b. Is site 3 in public (co-located) space or in private space?

Private Space

IF LOCATED IN PRIVATE SPACE IN NYC OR IN DISTRICTS OUTSIDE NYC

m1d. Upload a current Certificate of Occupancy (COO) and the annual Fire Inspection Report for school site 1 if located in private space in NYC or located outside of NYC .

Certificate of Occupancy and Fire Inspection. Provide a copy of a current and non-expired certificate of occupancy (if outside NYC or in private space in NYC). For schools that are not in district space (NYC co-locations), provide a copy of a current and non-expired certificate of occupancy, and a copy of the current annual fire inspection results, which should be dated on or after July 1, 2022.

- **Fire inspection certificates must be updated annually. For the upcoming school year 2022-2023, the fire inspection certificate must be dated after July 1, 2022.**
- **If the fire inspection certificate expires after the August 1, 2022 submission of the Annual Report, please submit the new certificate with the Annual Report entries due on November 1, 2022. Please note in the portal that this is the case**

Site 1 Certificate of Occupancy (COO)

[m3dco_3522055728-C of O - Middle School.pdf](#)

Filename: m3dco_3522055728-C of O - Middle School.pdf **Size:** 97.3 kB

Site 3 Fire Inspection Report

[2021MSnysfireinsp.pdf](#)

Filename: 2021MSnysfireinsp.pdf **Size:** 372.9 kB

CHARTER REVISIONS DURING THE 2021-2022 SCHOOL YEAR

n1. Were there any revisions to the school's charter during the 2021-2022 school year? (Please include approved or pending material and non-material charter revisions).

No

o. Has your school's Board of Trustee's approved a budget for the 2021-2022 FY?

Yes

ATTESTATIONS

p. Individual Primarily Responsible for Submitting the Annual Report. (To write type in a phone number with an extension, please use this format: 123-456-7890-3. The dash and number 3 at the end of the phone number refers to the individual's phone extension. Do not type in the work extension or the abbreviation for it - just the dash and the extension number after the phone number).

Name	Tanya Moore
Position	CFO
Phone/Extension	716-876-7505-5104
Email	tmoore@csat-k12.org

p. Our signatures (Executive Director/School Leader/Head of School and Board President) below attest that our school has reviewed, understands and will comply with the employee clearance and fingerprint requirements as outlined in Entry 10 and found in the [NYSED CSO Fingerprint Clearance Oct 2019 Memo](#). Click **YES to agree.**

Responses Selected:

Yes

q. Our signatures (Executive Director/School Leader/Head of School and Board President) below attest that all of the information contained herein is truthful and accurate and that this charter school is in compliance with all aspects of its charter, and with all pertinent Federal, State, and local laws, regulations, and rules. We understand that if any information in any part of this report is found to have been deliberately misrepresented, that will constitute grounds for the revocation of our charter. Click **YES** to agree and then use the mouse on your PC or the stylus on your mobile device to sign your name).

Responses Selected:

Yes

Signature, Head of Charter School

A handwritten signature in black ink on a light gray background. The signature appears to read "Andrew W. Lee" in a cursive, flowing style.

Signature, President of the Board of Trustees

A handwritten signature in black ink on a light gray background. The signature is highly stylized and cursive, appearing to start with "J. C." followed by several loops and a final flourish.

Date

Aug 1 2022

Thank you.



Entry 3 Progress Toward Goals

Completed Nov 28 2022

Instructions

Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY

The following tables reflect formatting in the online portal required for Board of Regents, NYCDOE, and Buffalo BOE authorized charter schools only. These charter schools should report all Progress Toward Charter Goals as per their currently approved charters no later than **November 1, 2022**.

PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.

Entry 3 Progress Toward Goals

PROGRESS TOWARD CHARTER GOALS

Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY

Complete the tables provided. List each goal and measure as contained in the school's currently approved charter, and indicate whether the school has met or not met the goal. Please provide information for all goals no later than November 2, 2022.

CHARTER SCHOOL FOR APPLIED TECHNOLOGIES 800000051942

1. ACADEMIC STUDENT PERFORMANCE GOALS

Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY

The following tables reflect formatting in the online portal required for Board of Regents, NYCDOE, and Buffalo BOE authorized charter schools only. These charter schools should report all Progress Toward Charter Goals as per their currently approved charters no later than **November 1, 2022**.

2021-2022 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Not Met or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
				"*As stated on data.nysed.gov,""S tatement from Emily DeSantis, NYSED Spokesperson, "Multiple measures of student learning, including state assessments, are used at the local level to help shape individualized learning plans, so students have the supports they need. NYSED has distributed federal CARES, CRSSA, and ARP funding to help schools and

Academic Goal 1	Student Achievement on Grade 3-8 NYS Math Assessments will meet or exceed the state average	NYS Gr. 3 Math Assessment NYS Gr. 4 Math Assessment NYS Gr. 5 Math Assessment NYS Gr. 6 Math Assessment NYS Gr. 7 Math Assessment NYS Gr. 8 Math Assessment	Unable to Assess	<p>districts address the unique learning needs of students and lost instruction time caused by the pandemic. We remain committed to fostering high-quality instructional opportunities that provide authentic measures of deeper learning.""</p> <p>*Also stated on nysed.gov: ""Due to the ongoing impacts of COVID-19, it may not be appropriate to compare 2021-22 NYS standardized assessment results with results from prior years. Multiple measures are needed to evaluate the effectiveness of educational programs and successfully prepare students for college, careers, and civic engagement.""</p> <p>*State data on the full state percentages of proficiency by grade level for Math and ELA</p>
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grades 3-8 has not been released to the public, per BOCES as of November 1, 2022.

"

"*As stated on data.nysed.gov,""S tatement from Emily DeSantis, NYSED Spokesperson, "Multiple measures of student learning, including state assessments, are used at the local level to help shape individualized learning plans, so students have the supports they need. NYSED has distributed federal CARES, CRSSA, and ARP funding to help schools and districts address the unique learning needs of students and lost

Academic Goal 2	<p>Student Achievement on all Grade 3-8 NYS ELA Assessments will meet or exceed the state average</p>	<p>NYS Gr. 3 ELA Assessment NYS Gr. 4 ELA Assessment NYS Gr. 5 ELA Assessment NYS Gr. 6 ELA Assessment NYS Gr. 7 ELA Assessment NYS Gr. 8 ELA Assessment</p>	<p>Unable to Assess</p>	<p>instruction time caused by the pandemic. We remain committed to fostering high-quality instructional opportunities that provide authentic measures of deeper learning.""</p> <p>*Also stated on nysed.gov: ""Due to the ongoing impacts of COVID-19, it may not be appropriate to compare 2021-22 NYS standardized assessment results with results from prior years. Multiple measures are needed to evaluate the effectiveness of educational programs and successfully prepare students for college, careers, and civic engagement.""</p> <p>*State data on the full state percentages of proficiency by grade level for Math and ELA grades 3-8 has not been released to the public, per BOCES as of</p>
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				November 1, 2022.
				"
Academic Goal 3	The graduation rate will meet or exceed the state average	Graduation Rate	Met	
Academic Goal 4				
Academic Goal 5				
Academic Goal 6				
Academic Goal 7				
Academic Goal 8				
Academic Goal 9				
Academic Goal 10				

2. Do have more academic goals to add?

(No response)

2021-2022 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment	Goal - Met, Not Met or Unable to Meet	If not met, describe efforts the school will take
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		of Goal		to meet goal. If unable to assess goal, type N/A for Not Applicable
Academic Goal 21				
Academic Goal 22				
Academic Goal 23				
Academic Goal 24				
Academic Goal 25				
Academic Goal 26				
Academic Goal 27				
Academic Goal 28				
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Academic Goal 67				
Academic Goal 59				
Academic Goal 60				
Academic Goal 61				

Academic Goal 62				
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4. ORGANIZATION GOALS

For the 2021-2022 school year, any organization goals that cannot be evaluated due to school closure resulting in a lack of data and changes in testing, surveying, and other usual practices should be reported as “N/A”.

2021-2022 Progress Toward Attainment of Organization Goals

	Organizational Goal	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Org Goal 1				
Org Goal 2				
Org Goal 3				
Org Goal 4				
Org Goal 5				
Org Goal 6				
Org Goal 7				
Org Goal 8				
Org Goal 9				
Org Goal 10				
Org Goal 11				
Org Goal 12				

Org Goal 13				
Org Goal 14				
Org Goal 15				
Org Goal 16				
Org Goal 17				
Org Goal 18				
Org Goal 19				
Org Goal 20				

5. Do have more organizational goals to add?

(No response)

6. FINANCIAL GOALS

2021-2022 Progress Toward Attainment of Financial Goals

	Financial Goals	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Partially Met	If not met, describe efforts the school will take to meet goal.
Financial Goal 1				
Financial Goal 2				
Financial Goal 3				
Financial Goal 4				
Financial Goal 5				

7. Do have more financial goals to add?

(No response)

2021-2022 Progress Toward Attainment of Financial Goals

	Financial Goals	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Partially Met	If not met, describe efforts the school will take to meet goal.
Financial Goal 6				
Financial Goal 7				
Financial Goal 8				
Financial Goal 9				
Financial Goal 10				

Thank you.

Entry 3 Accountability Plan Progress Reports

Incomplete Hidden from applicant

Instructions

SUNY-Authorized Charter Schools ONLY- Complete Template and Upload to Epicenter

SUNY-authorized charter schools must download an Accountability Plan Progress Report template at [Accountability Plan Progress Report](#). After completing, SUNY-authorized charter schools must upload the document into the SUNY Epicenter system by **September 15, 2022**. SUNY CSI will forward to NYSED CSO.

PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.

Entry 4 - Audited Financial Statements

Completed Nov 1 2022

Required of ALL Charter Schools

ALL SUNY-authorized charter schools must upload the financial statements and related documents in PDF format into the SUNY Epicenter system no later than **November 1, 2022**. SUNY CSI will forward to

NYSED CSO. **SUNY-authorized charter schools** are asked to ensure that security features such as password protection are turned off.

ALL Regents, NYCDOE, and Buffalo BOE-authorized charter schools must upload final, audited financial statements to the [Annual Report Portal](#) no later than **November 1, 2022**. Upload the independent auditor's report, any advisory and/or management letter, and the internal controls report as one submission, combined into a PDF file, ensuring that security features such as password protections are removed from all school uploaded documents.

PLEASE NOTE: This task appears as visible and optional task in the online portal until August 1 2022 but will be identified as a required task thereafter and due on November 1, 2022. This is a required task, and it is marked optional for administrative purposes only.

[Audited Financials - 2021-22](#)

Filename: Audited Financials 2021 22.pdf **Size:** 582.9 kB

Entry 4a - Audited Financial Report Template (SUNY)

Incomplete Hidden from applicant

[Instructions - SUNY-Authorized Charter Schools ONLY](#)

SUNY-authorized schools must download the Excel spreadsheet entitled "Audited Financial Report Template" at <http://www.newyorkcharters.org/fiscal/>. After completing, schools must upload the document into the SUNY Epicenter system no later than **November 1, 2022**. SUNY CSI will forward to NYSED CSO.

PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.

Entry 4b - Audited Financial Report Template (BOR/NYC/BOE)

Completed Nov 28 2022

[Instructions - Regents-Authorized Charter Schools ONLY](#)

Regents-authorized schools must download and complete the Excel spreadsheet entitled "Audited Financial Report Template" from the online portal or the [2021-2022 Annual Reports](#) webpage. Upload the completed file in Excel format and submit by **November 1, 2022**.

EDUCATION CORPORATIONS WITH MORE THAN ONE SCHOOL SHOULD COMPLETE THE EXCEL SPREADSHEET FOR THE EDUCATION CORPORATION AS A WHOLE, NOT FOR THE INDIVIDUAL SCHOOLS. PLEASE SUBMIT THE SAME EXCEL SPREADSHEET FOR EACH OF THE SCHOOLS.

PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.

[Audited Financials - 2021-22](#)

Filename: Audited Financials 2021 22.xlsx **Size:** 87.7 kB

Entry 4c - Additional Financial Documents

Completed Nov 28 2022

Instructions - Regents, NYCDOE and Buffalo BOE authorized schools must upload financial documents and submit by **November 1, 2022**. The items listed below should be uploaded, with an explanation if not applicable or available. For example, a “federal Single Audit was not required because the school did not expend federal funds of more than the \$750,000 Threshold.”

1. Advisory and/or Management letter
2. Federal Single Audit
3. CSP Agreed-Upon Procedure Report
4. Evidence of Required Escrow Account for each school^[1]
5. Corrective Action Plan for Audit Findings and Management Letter Recommendations

^[1] Note: For BOR schools chartered or renewed after the 2017-2018 school year, the escrow account per school is \$100,000.

PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.

CS Annual Report - Entry 4c

Filename: CS Annual Report Entry 4c.pdf **Size:** 926.1 kB

Entry 4d - Financial Services Contact Information

Completed Nov 28 2022

Regents, NYCDOE, and Buffalo BOE authorized schools should enter financial contact information directly into the form within the portal by **November 1, 2022**.

Form for "Financial Services Contact Information"

1. School Based Fiscal Contact Information

	School Based Fiscal Contact Name	School Based Fiscal Contact Email	School Based Fiscal Contact Phone
	Tanya Moore	tmoore@csat-k12.org	716-876-7505

2. Audit Firm Contact Information

	School Audit Contact Name	School Audit Contact Email	School Audit Contact Phone	Years Working With This Audit Firm
	Donna Gonser			21

3. If applicable, please provide contact information for the school's outsourced financial services firm.

	Firm Name	Contact Person	Mailing Address	Email	Phone	Years With Firm

Entry 5 - Fiscal Year 2022-2023 Budget

Completed Nov 28 2022

SUNY-authorized charter schools should download the [2022-23 Budget and Quarterly Report Template and the 2022-23 Budget Narrative Questionnaire](#) from the SUNY website and upload the completed template into Epicenter. SUNY CSI will forward to NYSED CSO. **Due November 1, 2022.**

Regents, NYCDOE, and Buffalo BOE authorized charter schools should upload a copy of the school's FY22 Budget using the [2022-2023 Budget Template](#) in the portal or from the Annual Report website. **Due November 1, 2022.**

The assumptions column should be completed for all revenue and expense items unless the item is self-explanatory. Where applicable, reference the page number or section in the application narrative that indicates the assumption being made. For instance, student enrollment would reference the applicable page number in Section I, C of the application narrative.

PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.

[Budget - CS - 2022-23](#)

Filename: Budget CS 2022 23.xlsx **Size:** 43.6 kB

Entry 6 - Board of Trustees Disclosure of Financial Interest Form

Completed Jan 20 2023

Due on August 1, 2022, each member of the charter school's Board of Trustees who served on a charter school education corporation governing one or more charter schools for any period during the 2021-2022 school year must complete and sign a [Trustee Disclosure of Financial Interest Form](#). Acceptable signature formats include:

- Digitally certified PDF signature (i.e., DocuSign)

- Manual signature (1. download to print, 2. manually sign, 3. scan signed document to PDF, and 4. upload into portal)

All completed forms must be collected and uploaded in .PDF format for each individual member. **The education corporation is responsible for completing the form for trustees who left the board during the reporting year.**

Forms completed from past years will not be accepted. **Only the latest version of the form** (updated in April, 2022) is acceptable.).

Trustees serving on an education corporation that governs more than one school are not required to complete a separate disclosure for each school governed by the education corporation. In the Disclosure of Financial Interest Form, trustees must disclose information relevant to any of the schools served by the governing education corporation.

[Board Disclosure - 2](#)

Filename: Board Disclosure 2.pdf **Size:** 379.5 kB

[Board Disclosure - 1](#)

Filename: Board Disclosure 1.pdf **Size:** 7.2 MB

[Board Disclosures - 012023](#)

Filename: Board Disclosures 012023.pdf **Size:** 539.9 kB

Entry 7 BOT Membership Table

Completed Nov 28 2022

Instructions

Required of ALL charter schools

ALL charter schools or education corporations governing multiple schools must complete the Board of Trustees Membership Table within the online portal. Please be sure to include and identify parents who are members of the Board of Trustees and indicate whether parents are voting or non-voting members.

Entry 7 BOT Table

1. SUNY-AUTHORIZED charter schools are required to provide information for VOTING Trustees only.
2. REGENTS, NYCDOE, and BUFFALO BOE-AUTHORIZED charter schools are required to provide information for all --VOTING and NON-VOTING-- trustees.

CHARTER SCHOOL FOR APPLIED TECHNOLOGIES 800000051942

Authorizer:

Who is the authorizer of your charter school?

Board of Regents

1. 2021-2022 Board Member Information (Enter info for each BOT member)

	Trustee Name	Trustee Email Address	Position on the Board	Committee Affiliations	Voting Member Per By-Laws (Y/N)	Number of Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2021-2022
1	Joseph Berti		Chair	exofficio member of all committees	Yes	3	09/01/2018	09/01/2022	12
2	John Cinquino		Treasurer	Finance, Ancillary Services, Nominations	Yes	7	09/01/2021	09/01/2024	12
3	Michael Keller		Trustee/Member	Finance, Facilities, Nominations	Yes	7	09/01/2019	09/01/2022	11
4	Lisa L.		Vice	Negotiations, Development,	Yes	2	09/01/2	09/01/2	7

	Smith		Chair	Quality Assurance			020	023	
5	Andrea Pasieka		Secretary	Quality Assurance, Development, Negotiations	Yes	1	09/01/2020	09/01/2023	10
6	Ian Donnelly		Trustee/Member	Quality Assurance, Career Readiness, Appeals, Ancillary Services	Yes	1	09/01/2020	09/01/2023	9
7	Danielle Salasavage		Parent Rep	Quality Assurance	Yes	1	09/01/2020	09/01/2023	9
8	Michael Stevens		Trustee/Member	Quality Assurance, Appeals	Yes		09/01/2019	09/01/2022	7
9	Steven Kottakis		Trustee/Member	Career Readiness,	Yes		09/01/2020	09/01/2023	8

1a. Are there more than 9 members of the Board of Trustees?

Yes

1b. Board Member Information

	Trustee Name	Trustee Email Address	Position on the Board	Commit tee Affiliatio ns	Voting Member Per By- Laws (Y/N)	Number of Terms Served	Start Date of Current Term (MM/DD /YYYY)	End Date of Current Term (MM/DD /YYYY)	Board Meeting s Attende d During 2021- 2022
10	Kevin Cornacc hio		Trustee/ Member	Career Readine ss,	Yes		09/01/2 020	09/01/2 023	10
11									
12									
13									
14									
15									

1c. Are there more than 15 members of the Board of Trustees?

No

2. INFORMATION ABOUT MEMBERS OF THE BOARD OF TRUSTEES

1. SUNY-AUTHORIZED charter schools provide response relative to VOTING Trustees only.
2. REGENTS, NYCDOE, and BUFFALO BOE-AUTHORIZED charter schools provide a response relative to all trustees.

a. Total Number of BOT Members on June 30, 2022	10
b.Total Number of Members Added During 2021-2022	(No response)
c. Total Number of Members who Departed during 2021-2022	(No response)
d.Total Number of members, as set in Bylaws, Resolution or Minutes	10

3. Number of Board meetings held during 2021-2022

12

4. Number of Board meetings scheduled for 2022-2023

12

Total number of Voting Members on June 30, 2022:

10

Total number of Voting Members added during the 2021-2022 school year:

0

Total number of Voting Members who departed during the 2021-2022 school year:

0

Total Maximum Number of Voting members in 2021-2022, as set by the board in bylaws, resolution, or minutes:

10

Total number of Non-Voting Members on June 30, 2022:

0

Total number of Non-Voting Members added during the 2021-2022 school year:

0

Total number of Non-Voting Members who departed during the 2021-2022 school year:

0

Total Maximum Number of Non-Voting members in 2021-2022, as set by the board in bylaws, resolution or minutes:

0

Board members attending 8 or fewer meetings during 2021-2022

2

Thank you.

Entry 8 Board Meeting Minutes

Completed Nov 28 2022

Instructions - Required of Regents, NYCDOE, and Buffalo BOE Authorized Schools ONLY

Schools must upload a complete set of monthly board meeting minutes (July 2021-June 2022), which should match the number of meetings held during the 2021-2022 school year, as indicated in the above table. The minutes provided must be the final version approved by the school's Board of Trustees and may be uploaded individually or as one single combined file. Board meeting minutes must be submitted by **August 1, 2022**.

Minutes - June 21 2022

Filename: Minutes June 21 2022.pdf Size: 1.1 MB

Minutes - June 23 2020

Filename: Minutes June 23 2020.pdf Size: 684.6 kB

Board Minutes - 2021-2022

Filename: Board Minutes 2021 2022.pdf Size: 12.7 MB

Entry 9 Enrollment & Retention

Completed Nov 28 2022

Instructions for submitting Enrollment and Retention Efforts

Required of ALL Charter Schools

Describe the good faith efforts the charter school has made in 2021-2022 toward meeting targets to attract and retain the enrollment of Students with Disabilities (SWDs), English Language Learners (ELLs), and students who are economically disadvantaged. In addition, describe the school's plans for meeting or making progress toward meeting its enrollment and retention targets in 2022-2023.

Entry 9 Enrollment and Retention of Special Populations

Recruitment/Attraction Efforts Toward Meeting Targets

	Describe Recruitment Efforts in 2021-2022	Describe Recruitment Plans in 2022-2023
	<p>The Charter School for Applied Technologies continues to comply with §2854(2) and does not discriminate against any student on the basis of ethnicity, national origin, gender, disability or any other ground that would be unlawful. Admission of students is not limited to the basis of intellectual ability, creed, gender, national origin, religion, or ancestry.</p> <p>CSAT engages in extensive efforts to inform families in its neighboring communities about its enrollment process and target dates for each new school year with a focus on recruiting additional ENL learners and students with special needs, including:</p> <ul style="list-style-type: none"> • Radio advertisements promoting Open Enrollment are aired on a local urban contemporary FM station in Buffalo. • Recruitment efforts also include broadcast television commercials, with specific programming air times chosen to reach a diverse audience (based on station demographic data). • These radio and broadcast ads reach a geographical area containing 10 schools for students with special needs. • Enrollment documents are translated into multiple languages including English, 	<p>For the upcoming 2022-2023 school year, our initial plan will be to continue with those recruitment activities deemed to be successful in assisting our school with meeting its prior year targets. Additionally, we will continue with conducting an assessment of our current needs and budget allotments, marketing wording will continue to include the emphasis and highlighting of - all types of students are accepted (with placement into a lottery if requests exceed the number of seats), with no entrance exams or tuition.</p> <p>We plan to also continue our Open Houses, visits to other Charter Schools and Daycare Centers to attract new students. In addition, our school's website will continue to be a resource for students and families with Special Education needs and English Language Learners by providing families with information and third party resources made available to them.</p> <p>For 22-23, we plan even more of</p>

Economically Disadvantaged	<p>Spanish, Burmese and Arabic.</p> <ul style="list-style-type: none"> • Open Enrollment is promoted using newspaper advertisements in local community papers, including a Spanish language paper, which are available in print and on-line. • Additionally, distributed materials state that CSAT is open to all residents, that we have no admission exams and that children of all needs are welcomed by the school. • Informational meetings for interested families are scheduled and advertised in every geographical area where special populations tend to reside. Particularly well attended are those informational meetings held at area pre-school centers and head start programs focusing on incoming kindergarteners. • Our website is ADA compliant which allows those with special learning needs the opportunity to use a screen reader or other assistive device, and/or translate the site into their native language. • CSAT has expanded the ENL section of our website to include additional resources for families and learning opportunities for the ENL students we serve. • The Special Education section of our website has also been expanded to include at-home resources for families. 	<p>a focus on ENL/SPED and specifically mentioned them in our Radio and Television Ads. We also did targeted ads on social media (Facebook and Instagram)</p> <p>Advertising</p> <p>Print Ads</p> <p>Panorama Hispano (Spanish Language publication)</p> <p>Buffalo Challenger (Print edition)</p> <p>Radio</p> <p>WBLK 93.7 (including specific mention of special education and ENL services)</p> <p>Digital</p> <p>Panorama Hispano</p> <p>Site retargeting static ads and video (commercial)</p> <p>Facebook and Instagram, including delivery to those who have selected Spanish, Burmese and Arabic as their preferred language.</p> <p>Television</p> <p>Combination of Broadcast Commercials and targeted delivery commercials with Connected TV (including specific mention of special education and ENL services)</p>
		For the upcoming 2022-2023 school year, our initial plan will be to continue with those

The Charter School for Applied Technologies continues to comply with §2854(2) and does not discriminate against any student on the basis of ethnicity, national origin, gender, disability or any other ground that would be unlawful. Admission of students is not limited to the basis of intellectual ability, creed, gender, national origin, religion, or ancestry.

CSAT engages in extensive efforts to inform families in its neighboring communities about its enrollment process and target dates for each new school year with a focus on recruiting additional ENL learners and students with special needs, including:

- Radio advertisements promoting Open Enrollment are aired on a local urban contemporary FM station in Buffalo.
- Recruitment efforts also include broadcast television commercials, with specific programming air times chosen to reach a diverse audience (based on station demographic data).
- These radio and broadcast ads reach a geographical area containing 10 schools for students with special needs.
- Enrollment documents are translated into multiple languages including English, Spanish, Burmese and Arabic.
- Open Enrollment is promoted using newspaper advertisements

recruitment activities deemed to be successful in assisting our school with meeting its prior year targets. Additionally, we will continue with conducting an assessment of our current needs and budget allotments, marketing wording will continue to include the emphasis and highlighting of - all types of students are accepted (with placement into a lottery if requests exceed the number of seats), with no entrance exams or tuition.

We plan to also continue our Open Houses, visits to other Charter Schools and Daycare Centers to attract new students. In addition, our school's website will continue to be a resource for students and families with Special Education needs and English Language Learners by providing families with information and third party resources made available to them.

For 22-23, we plan even more of a focus on ENL/SPED and specifically mentioned them in our Radio and Television Ads. We also did targeted ads on social media (Facebook and Instagram)

ENL Population Specific Outreach

- Highlight ENL services and programs in promotional and marketing literature
- Highlight ENL services in television and radio ads
- Digital (paid) Facebook & Instagram ads targeted to

	<p>in local community papers, including a Spanish language paper, which are available in print and on-line.</p> <ul style="list-style-type: none"> • Additionally, distributed materials state that CSAT is open to all residents, that we have no admission exams and that children of all needs are welcomed by the school. • Informational meetings for interested families are scheduled and advertised in every geographical area where special populations tend to reside. Particularly well attended are those informational meetings held at area pre-school centers and head start programs focusing on incoming kindergarteners. • Our website is ADA compliant which allows those with special learning needs the opportunity to use a screen reader or other assistive device, and/or translate the site into their native language. • CSAT has expanded the ENL section of our website to include additional resources for families and learning opportunities for the ENL students we serve. • The Special Education section of our website has also been expanded to include at-home resources for families. 	<p>Spanish, Arabic and Burmese speakers</p> <ul style="list-style-type: none"> • Outreach to neighborhood organizations that work with ENL communities. • Outreach to local agencies serving and referring immigrant families • 2-Point preference in lottery for ENL applicants • Main page website graphic and Facebook and Instagram Posts: Apply Now in English, Spanish, Burmese and Arabic <p>Advertising</p> <p>Print Ads</p> <p>Panorama Hispano (Spanish Language publication)</p> <p>Buffalo Challenger (Print edition)</p> <p>Radio</p> <p>WBLK 93.7 (including specific mention of special education and ENL services)</p> <p>Digital</p> <p>Panorama Hispano</p> <p>Site retargeting static ads and video (commercial)</p> <p>Facebook and Instagram, including delivery to those who have selected Spanish, Burmese and Arabic as their preferred language.</p> <p>Television</p> <p>Combination of Broadcast Commercials and targeted delivery commercials with Connected TV (including specific mention of special education and ENL services)</p>
	The Charter School for Applied	

Students with Disabilities

Technologies continues to comply with §2854(2) and does not discriminate against any student on the basis of ethnicity, national origin, gender, disability or any other ground that would be unlawful. Admission of students is not limited to the basis of intellectual ability, creed, gender, national origin, religion, or ancestry.

CSAT engages in extensive efforts to inform families in its neighboring communities about its enrollment process and target dates for each new school year with a focus on recruiting additional ENL learners and students with special needs, including:

- Radio advertisements promoting Open Enrollment are aired on a local urban contemporary FM station in Buffalo.
- Recruitment efforts also include broadcast television commercials, with specific programming air times chosen to reach a diverse audience (based on station demographic data).
- These radio and broadcast ads reach a geographical area containing 10 schools for students with special needs.
- Enrollment documents are translated into multiple languages including English, Spanish, Burmese and Arabic.
- Open Enrollment is promoted using newspaper advertisements in local community papers, including a Spanish language paper, which are available in print and on-line.

For the upcoming 2022-2023 school year, our initial plan will be to continue with those recruitment activities deemed to be successful in assisting our school with meeting its prior year targets. Additionally, we will continue with conducting an assessment of our current needs and budget allotments, marketing wording will continue to include the emphasis and highlighting of - all types of students are accepted (with placement into a lottery if requests exceed the number of seats), with no entrance exams or tuition.

We plan to also continue our Open Houses, visits to other Charter Schools and Daycare Centers to attract new students. In addition, our school's website will continue to be a resource for students and families with Special Education needs and English Language Learners by providing families with information and third party resources made available to them.

For 22-23, we plan even more of a focus on ENL/SPED and specifically mentioned them in our Radio and Television Ads. We also did targeted ads on social media (Facebook and Instagram)

	<ul style="list-style-type: none"> • Additionally, distributed materials state that CSAT is open to all residents, that we have no admission exams and that children of all needs are welcomed by the school. • Informational meetings for interested families are scheduled and advertised in every geographical area where special populations tend to reside. Particularly well attended are those informational meetings held at area pre-school centers and head start programs focusing on incoming kindergarteners. • Our website is ADA compliant which allows those with special learning needs the opportunity to use a screen reader or other assistive device, and/or translate the site into their native language. • CSAT has expanded the ENL section of our website to include additional resources for families and learning opportunities for the ENL students we serve. • The Special Education section of our website has also been expanded to include at-home resources for families. 	<p>Advertising</p> <p>Print Ads</p> <p>Panorama Hispano (Spanish Language publication)</p> <p>Buffalo Challenger (Print edition)</p> <p>Radio</p> <p>WBLK 93.7 (including specific mention of special education and ENL services)</p> <p>Digital</p> <p>Panorama Hispano</p> <p>Site retargeting static ads and video (commercial)</p> <p>Facebook and Instagram, including delivery to those who have selected Spanish, Burmese and Arabic as their preferred language.</p> <p>Television</p> <p>Combination of Broadcast Commercials and targeted delivery commercials with Connected TV (including specific mention of special education and ENL services)</p>
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Retention Efforts Toward Meeting Targets

	Describe Retention Efforts in 2021-2022	Describe Retention Plans in 2022-2023
	During 2021-2022, our school continued to assist our economically disadvantaged students and families by	

Economically Disadvantaged	<p>provisions of providing awareness of the resources and services available through numerous presentations, both in person and/or remote.</p> <p>Our Family Support Center continued its drive to strengthen all of our students and families through school, community and parent collaboration to promote student success and wellbeing. The center offers a spectrum of free services - individual and family counseling, support groups, and referrals/ information to outside community resources.</p> <p>Food Pantry services were also provided to those families in need.</p>	<p>Upon review of enrollment levels, the school plans to continue successful services performed during the prior year or restructure those services in need. The school, through its Family Support Center will conduct a survey to gauge the effectiveness of current services, identify new areas of needs, and those services requiring elimination or restructuring.</p>
English Language Learners	<p>During 2021-2022, the school continued its work, through its ENL program to identify the needs of each student and their families to ensure proper supports were made available. Such services included language translation, linkage to community resources, and short term counseling. We also provided our academic program for our ELL students within an inclusion model in the regular classroom (either in person or remote settings) and in small groups to improve and enhance the writing, reading, listening and English speaking skills of the students.</p>	<p>Upon review of enrollment levels, the school plans to continue successful services performed during the prior year or restructure those services in need. The school, through its Family Support Center will conduct a survey to gauge the effectiveness of current services, identify new areas of needs, and those services requiring elimination or restructuring.</p>
	<p>CSAT Students identified with special needs received the</p>	

Students with Disabilities	<p>support of a certified Special Education Teacher. Additionally, there was one teacher assigned to each of the grades K-6 teams and a Special Education teacher assigned to each of the subject area teams in grades 7-12. Most of the support was provided in an inclusive, push-in setting.</p> <p>Resource Room services were also provided, either in person or remote settings, pursuant to the student's IEP. In some instances, intervention pull-out groupings were used. In these cases, non-identified students joined the small groupings when a benefit could be attained from the instruction. In this way, labeling has been minimized. Common grade-level formative assessments were administered to students with disabilities in accordance with their IEPs. Any adaptation and/or accommodation required by the IEP was followed for both instruction and formative assessments administration.</p> <p>CSAT parents were also provided with IEP progress reports in accordance with the reporting directives of the student's IEP. Parents also received report cards on a quarterly basis.</p>	<p>Upon review of enrollment levels, the school plans to continue successful services performed during the prior year or restructure those services in need. The school, through its Family Support Center will conduct a survey to gauge the effectiveness of current services, identify new areas of needs, and those services requiring elimination or restructuring.</p>
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Entry 10 - Teacher and Administrator Attrition

Completed Nov 28 2022

Form for "Entry 10 - Teacher and Administrator Attrition" Revised to Employee Fingerprint

Requirements Attestation

A. TEACH System - Employee Clearance

Charter schools must ensure that all prospective employees^[1] receive clearance through [the NYSED Office of School Personnel Review and Accountability](#) (OSPRA) prior to employment. **This includes paraprofessionals and other school personnel who are provided or assigned by the district of location, or related/contracted service providers.** After an employee has been cleared, schools are required to maintain proof of such clearance in the file of each employee. For the safety of all students, charter schools must take immediate steps to terminate the employment of individuals who have been denied clearance. Once the employees have been terminated, the school must terminate the request for clearance in the TEACH system.

In the Annual Report, charter schools are asked to confirm that all employees have been cleared through the NYSED TEACH system; and, if denied clearance, confirm that the individual or employee has been removed from the TEACH system, and is not employed by the school.

^[1] Employees who must be cleared include, but are not limited to, teachers, administrative staff, janitors, security personnel and cafeteria workers, and other staff who are present when children are in the school building. **This includes paraprofessionals and other school personnel that are provided or assigned by the district of location, as well as related/contracted service providers.** See NYSED memorandum dated October 1, 2019 at http://www.nysed.gov/common/nysed/files/programs/charter-schools/employee_fingerprintoct19.pdf or visit the NYSED website at: <http://www.highered.nysed.gov/tsei/ospra/fingerprintingcharts.html> for more information regarding who must be fingerprinted. Also see, 8 NYCRR §87.2.

B. Emergency Conditional Clearances

Emergency Conditional Clearances

Charter schools are **strongly discouraged** from using the emergency conditional clearance provisions for prospective employees. This is because the school must request clearance through NYSED TEACH, and the school's emergency conditional clearance of the employee terminates automatically once the school receives notification from NYSED regarding the clearance request. Status notification is provided for all prospective employees through the NYSED TEACH portal within 48 hours after the clearance request is submitted. Therefore, at most, a school's emergency conditional clearance will be valid for only 48 hours after approval by the board.

Schools are not permitted to renew or in any way re-establish a prospective employee's emergency conditional clearance after status notification is sent by NYSED through the TEACH portal.

Schools are asked to attest that they have reviewed and understand these requirements. More information can be found in the memo at [NYSED CSO Employee Clearance and Fingerprint Memo 10-2019](#).

Attestation

Responses Selected:

I hereby attest that the school has reviewed, understands, and will comply with these requirements.

Entry 11 Percent of Uncertified Teachers

Completed Nov 28 2022

Instructions

Required of Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY

The table below reflects the information collected through the online portal for compliance with New York State Education Law 2854(3)(a-1) for teaching staff qualifications. Uncertified teachers are those not certified pursuant to the State Certification Requirements established by the NYSED Commissioner of Education.

Enter the relevant full-time equivalent (FTE) count of teachers in each column. For example, a school with 20 full-time teachers and 5 half-time teachers would have an FTE count of 22.5.

Entry 11 Uncertified Teachers

School Name:

Instructions for Reporting Percent of Uncertified Teachers

Required of Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools

The table below reflects the information collected through the online portal for compliance with New York State Education Law 2854(3)(a-1) for teaching staff qualifications. Uncertified teachers are those not certified pursuant to the State Certification Requirements established by the NYSED Commissioner of Education. Enter the relevant full-time equivalent (FTE) count of teachers in each column. For example, a school with 20 full-time teachers and 5 half-time teachers would have an FTE count of 22.5.

If more than one line applies to a teacher, please include in only one FTE uncertified category. Please do not include paraprofessionals, such as teacher aides.

CATEGORY A. 30% OR 5 UNCERTIFIED TEACHERS WHICHEVER IS LESS

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2022)	5
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2022)	
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2022)	
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2022)	
Total Category A: 5 or 30% whichever is less	5.0

CATEGORY B. PLUS FIVE UNCERTIFIED TEACHERS IN MATHEMATICS, SCIENCE, COMPUTER SCIENCE, TECHNOLOGY OR CAREER AND TECHNICAL EDUCATION.

	FTE Count
i. Mathematics	
ii. Science	
iii. Computer Science	
iv. Technology	1
v. Career and Technical Education	0
Total Category B: not to exceed 5	1.0

CATEGORY C: PLUS 5 ADDITIONAL UNCERTIFIED TEACHERS

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2022)	5
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2022)	
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2022)	
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2022)	
Total Category C: not to exceed 5	5.0

TOTAL FTE COUNT OF UNCERTIFIED TEACHERS (Sum of Categories A, B AND C)

(Include teachers who do not fit in one of these categories or if did fit would exceed the numerical limits for that category)

	FTE Count
Total	11

CATEGORY D: TOTAL FTE COUNT OF UNCATEGORIZED, UNCERTIFIED TEACHERS

(Include teachers who do not fit in one of these categories or if did fit would exceed the numerical limits for that category)

	FTE Count
Total Category D	7

CATEGORY E: TOTAL FTE COUNT OF CERTIFIED TEACHERS

	FTE Count
Total Category E	206

CATEGORY F: TOTAL FTE COUNT OF ALL TEACHERS

Please do not include paraprofessionals, such as teacher aides.

	FTE Count
Total Category F	224

Thank you.



Entry 12 Organization Chart

Completed Nov 28 2022

Instructions

Required of Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY

Upload the 2021-2022 **Organization Chart**. The organization chart should include position titles and reporting relationships. Employee names should **not** appear on the chart.

CSAT Organizational Chart 2020-2021 - 042021

Filename: CSAT Organizational Chart 2020 202 yBYbvxi.pdf **Size:** 102.0 kB

Entry 13 School Calendar

Completed Nov 28 2022

Instructions for submitting School Calendar

Required of ALL Charter Schools

If the charter school has a tentative calendar based on available information and guidance at the time, please submit with the August 1, 2022 submission. Charter schools must upload a final school calendar into the portal and may do so at any time but no later than **September 15, 2022**.

School calendars must meet the [minimum instructional requirements](#) as required of other public schools *"... unless the school's charter requires more instructional time than is required under the regulations."*

Board of Regents-authorized charter schools also are required to submit school calendars that clearly indicate the start and end date of the instructional year AND the number of instructional hours and/or instructional days for each month. See an example of a calendar showing the requested information. Schools are encouraged to use a calendar template and ensure there is a monthly tally of instructional days.

PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.

School Calendar 2022-2023

Filename: School Calendar 2022 2023 ykrIdFP.pdf **Size:** 269.5 kB

Entry 14 Links to Critical Documents on School Website

Completed Nov 28 2022

Instructions

Required of ALL Charter Schools noting that SUNY-authorized charter schools are not required to submit item 5: Authorizer-approved DASA policy and NYSED-Approved School Discipline Policy

By law, each charter school is required to maintain certain notices and policies listed on its website. Please insert the [link](#) from the school's website for each of the items:

1. Current Annual Report (i.e., 2021-2022 Annual Report);[\[1\]](#)
2. Board meeting notices, agendas and documents;
3. New York State School Report Card;
4. Authorizer-approved DASA Policy and NYSED-Approved School Discipline Policy **(For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY)**;

5. District-wide safety plan, not a building level safety plan (as per the September 2021 [Emergency Response Plan Memo](#);
6. Authorizer-approved FOIL Policy; and
7. Subject matter list of FOIL records. (Example: See [NYSED Subject Matter List](#))

[1] Each charter school is required to make the Annual Report publicly available by August 1 and to post on their respective charter school website. Each school should post an updated and complete version to include accountability data and financial statements that are not or may not be available until after the August deadline (i.e., Repost when financials have been submitted in November.)

Form for Entry 14 Links to Critical Documents on School Website

School Name: Charter School for Applied Technologies

Required of ALL Charter Schools noting that SUNY-authorized charter schools are not required to submit item 4: Authorizer-approved DASA policy and NYSED-Approved School Discipline Policy

By law, each charter school is required to maintain certain notices and policies listed on its website. Please insert the link from the school's website for each of the items:

	Link to Documents
1. Current Annual Report (i.e., 2021-2022 Annual Report)	https://www.csat-k12.org/domain/401
2. Board meeting notices, agendas and documents	https://www.csat-k12.org/Page/962
3. New York State School Report Card	https://www.csat-k12.org/Page/3375
4. Authorizer-approved DASA Policy and NYSED-Approved School Discipline Policy (For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY)	https://www.csat-k12.org/Page/1779
5. District-wide safety plan, not a building level safety plan (as per the September 2021 Emergency Response Plan Memo)	https://www.csat-k12.org/Page/3031
6. Authorizer-approved FOIL Policy	https://www.csat-k12.org/Page/3376
7. Subject matter list of FOIL records. (Example: See NYSED Subject Matter List)	https://www.csat-k12.org/Page/3376

Thank you.



Entry 15 Staff Roster

Completed Nov 28 2022

INSTRUCTIONS

Required of Regents and NYCDOE-authorized Charter Schools ONLY

Please click on the MS Excel [Faculty/Staff Roster Template](#) and provide the following information for **ANY and ALL** instructional and non-instructional employees.

Use of the 2021-2022 Annual Report Faculty/Staff roster template is required. Each of the data elements, with the exception of the Notes, are required, and use of the drop-down options, when provided, is also required. Reminders: Please use the notes section provided to add any additional information as deemed necessary. Failure to adhere to the guidelines and validations in the Staff Roster Template will result in a resubmission of a fully corrected roster.

Please note the roster should include all staff employed any point from July 1, 2021 to June 30, 2022, including those employed on June 30th.

Staff Roster - CSAT - 080122

Filename: Staff Roster CSAT 080122.xlsx **Size:** 52.2 kB

Optional Additional Documents to Upload (BOR)

Incomplete



H. SHAY FIRE PROTECTION INC.

P.O. BOX 122 • WILLIAMSVILLE, NEW YORK 14231-0122 • (716) 908-0349

Email: shayfireprot@yahoo.com

PROVIDING PROFESSIONAL SERVICES SINCE 1985



November 19, 2021

Mr. Kevin Hoth
CHARTER SCHOOL FOR APPLIED TECHNOLOGIES
2303 Kenmore Ave.
Buffalo, NY 14207

Dear Mr. Hoth:

Following is a report of Fire Safety Violations and/or Recommendations that need to be addressed from your recent New York State Education Department mandated annual fire inspection:

Elementary School

- Microwave, refrigerator and coffee pot plugged into plug strip in Room 217
- Install LED (cool light bulbs) in floor lamp in Room 108
- Remove storage next to dryer in Phys Ed Storage Room
- Remove paper covering walls in hallway outside Cafeteria and numerous classroom walls and doors (see F807 below)

F807

- Artwork and teaching materials are limited to not more than 20% of the corridor wall area
- Curtains, drapes, hangings and other decorative materials suspended from walls or ceiling shall comply with *Section 807.4* and shall not exceed 10% of the specific wall or ceiling to which they are attached
- Artwork and teaching materials in classrooms are limited to not more than 50% of the specific wall area to which they are attached

Middle School

- Remove storage blocking transformer and fire alarm panel in main Fire Alarm Panel Room

High School

- Remove paper covering numerous hallway doors

Please make sure all sections of the five page Nonpublic School Fire Safety Report are completed in red ink and verify that the School Fire Safety Nonconformance Reporting Sheet is inserted between pages 3 and 4 of the Fire Safety Report.

The completed booklet must be returned to the State Education Department in Albany no later than December 16, 2021.

If you have any questions, please feel free to call our office at 908-0349.

Sincerely,

Mark F. Mallick
H. SHAY FIRE PROTECTION INC.
NYS Cert. #1086-7049B

The University of the State of New York
THE STATE EDUCATION DEPARTMENT

revised 11.12.2020

State Office of Religious and Independent Schools - Room 1078 Education Building Annex
Albany, New York 12234

NONPUBLIC FIRE AND BUILDING SAFETY REPORT

Per NYS Education Law 807-A(1) All school buildings containing classroom, dormitory, laboratory, physical education, dining or recreational facilities for student use, which are owned, operated, or leased by nonpublic schools must be inspected at least annually for hazards which may endanger the lives of students, teachers and employees therein and for compliance with applicable sections of 8NYCRR155 Regulations of the Commissioner of Education and for compliance with the 2020 Building Code of New York State, 2020 Fire Code of New York State and the 2020 Property Maintenance Code of New York State.

NONPUBLIC SCHOOL BEDS CODE#

142601860031

School Name

CHARTER SCHOOL APPLIED TECH

Facility/Building Name

ELEMENTARY SCHOOL

Street Address (NO PO Box Numbers)

2303 KENMORE AVE

City/Town/Village

TONAWANDA

Zip Code

14207

Name of Municipality Responsible for Local Code Enforcement

TOWN OF TONAWANDA

INSTRUCTIONS

- Read the "Manual for Nonpublic School Facility - Fire & Building Safety Inspections" prior to inspecting the facility and complete a separate report for each facility/building and location.
- **Part I:** General Information. School officials must complete this section annually.
- **Part II:**
 - Items 08A-2 through 08E-2 on the Non-Conformance Report Sheet – Must be completed for facilities with electrically operated partitions per Regulations of the Commissioner 155.25
 - Items 09A-2 through 26 on the Non-Conformance Report Sheet – Must be completed for all facilities per 2020 Fire Code of New York State and the 2020 Property Maintenance Code of New York State.
- **Part III (A, B, C & D) Certifications** -To be completed by individuals as indicated.

A copy of this form must be kept on file at the school for three years and must be available for public review.

Part I: General Information and Fire/Life Safety History (complete annually)

Inspection Date _____

Note: Please insert the date the actual inspection took place.

Inspections shall be performed between July 1st and December 1st of the current school year.

1. Please indicate the primary use of this facility:

☒ STUDENT INSTRUCTION

☐ OTHER STUDENT USE

Please Specify: _____

2. Is there a fire sprinkler system in this facility?

☒ YES ☐ NO

If 'yes', is the sprinkler alarm connected with the building alarm?

☒ YES ☐ NO

3. Is there a fire hydrant system for facility protection?

☒ YES ☐ NO

If YES, indicate ownership of system (select one):

☒ public owned
☐ school owned
☐ other (please specify) _____

4. Indicate the ownership of this facility

☐ LEASED

☒ OWNED

5. What is the current gross Square footage of this facility?



(to the nearest whole ten feet)

6. Fire and Emergency Drills

a. Per Section 807, paragraph 2 of the New York State Education Law entitled Fire and Emergency Drills, confirm that a copy of Section 807 has been printed and distributed as guidance to teaching staff as required ☒ YES ☐ NO

b. Provide dates of twelve fire and emergency drills required by Section 807 of Education Law held between September 1st and June 30th of the previous school year:

FIRE & EMERGENCY DRILLS

NOTE Eight (8) are required between September 1, and December 31

Eight (8) drills are required to be evacuation drills.

Four (4) drills are required to be lockdown drills

	Date	Evacuation	Lockdown
1	9/23/20	✓	
2	10/06/20	✓	
3	10/13/20	✓	
4	11/06/20	✓	
5	11/09/20	✓	
6	5/20/20	✓	
7	6/24/20	✓	
8	6/24/20	✓	
9	3/23/21		✓
10	3/26/21		✓
11	3/30/21		✓
12	4/03/21		✓

c. If the required number of fire and emergency drills were not held during this reporting cycle, please describe the reason:

d. Average time to evacuate this facility was: 04 minutes 35 seconds

e. Confirm that arson and fire prevention instruction was provided in accordance with Section 808 of the Education Law (revised 9/1/05) which requires every school in New York State to provide a minimum of 45 minutes of instruction in arson and fire prevention; injury prevention and life safety for each month that school is in session.

✓ YES NO

f. Confirm that employee fire prevention, evacuation and fire safety training was provided and records maintained are being maintained in accordance with Section F406 of the NYS Fire Code

✓ YES NO

7. Have there been any fires in this facility since the last annual fire safety inspection report?

 YES ✓ NO

a. If YES, indicate: total number of fires

b. total number of injuries

c. _____ total cost of property damage

8. If the fire alarm system was activated since the last fire safety inspection, was the fire department immediately notified in accordance with Section F401.3.2 of the NYS Fire Code?

_____ ☒ YES _____ NO

Part II: Nonpublic School Fire & Building Safety Non-Conformance Report Sheet

School Name _____ Building Name _____

Item #	Non-Conformance	Date Corrected
08A-2		
08B-2		
08C-2		
08D-2		
08E-2		
09A-2		
09B-2		
09C-1		
09D-1		
09F-2		
09G-2		
10A-2		
10B-2		
10C-1		
10D-1		
11A-2		
11B-1		
11C-2		
11D-2		
11E-1		
12A-1		
12B-3		
12C-2		
12D-2		
12E-1		
12F-1		
12G-1		
12H-1		
12I-1		
12J-1		
12K-1		
12L-1		
12M-1		
12N-1		
12O-2		
13A-2		
13B-2		

Item #	Non-Conformance	Date Corrected
14A-2		
14B-2		
14C-2		
14D-1		
14E-1		
15A-2		
15B-1		
15C-2		
15D-2		
15E-1		
16A-2		
16B-2		
16C-2		
16D-2		
17A-3		
17B-2		
17C-2		
17D-2		
17E-1		
17F-3		
17G-1		
17H-2		
17I-2		
17J-1		
17K-1		
17L-1		
18A-2		
18B-2		
18C-2		
18D-2		
19A-3		
19B-2		
19C-1		
19D-1		
19E-1		
19F-1		
19G-1		
19H-2		

Item #	Non-Conformance	Date Corrected
20A-1		
20B-1		
20C-1		
21A-3		
22A-3		
22B-3		
22C-3		
23A-1		
23B-1		
23C-1		
23D-2		
24A-3		
25A-1		
25B-1		
25C-1		
26A-3		

If any additional non-conformances are observed, check item 26A-3 and list the Code section below.

Inspector

The inspector has been provided with a copy of the previous year's school fire safety report;

Yes X No _____

Part III: NonPublic School Certifications

All sections are required to be completed: Section III-A; III-B III-C & III-D

Section III-A Fire Inspection Method

Which method(s) did the school authorities use to complete the annual fire safety inspection for this building?

Check appropriate box or boxes

- ☐ Inspection by the **fire department** of the city, town, village or **fire district** in which the building is located
- ☐ Inspection by a **fire corporation** whose territory includes the school building
- ☐ Inspection by the **county fire coordinator**, or the officer performing the powers and duties of a county fire coordinator pursuant to a local law, of the county in which the building is located
- ☐ Inspection by a **fire inspector (Building Safety Inspector or Code Enforcement Official)** who holds a valid certification

For additional information regarding these methods, please see: <https://www.nysenate.gov/legislation/laws/EDN/807-A>

Section III-B-Fire Inspection by Local Fire Department, Fire District, Fire Corporation, County Fire Coordinator and/ or Fire Inspector (Building Safety Inspector or Code Enforcement official) who holds a valid certification.

The individual noted below inspected this building on 11-11-21 (date) and the information in this Report represents, to the best of their knowledge and belief, an accurate description of the building and conditions they observed. The individual that performed this inspection has maintained their certification requirements pursuant to 19 NYCRR 1208-3.1.

Inspector's Name: _____ Title: _____

Signature: M-F. Mallick Date: 11-19-21

Inspector's Organization: _____ H. Shay Fire Protection Inc.

Inspector's Telephone #: _____ Mark F. Mallick Inspector

Inspector's Code Enforcement Certification # _____ PO Box 122

_____ 14231

_____ (716) 908-0349 | Reg. #1086-7049B

_____ shayfireprot@yahoo.com

(as assigned by the NYS Department of State)

Section III-C Contact info for the Authority-Having-Jurisdiction [AHJ] Local Municipality, Town or Village

Name of Local/Municipal Code Enforcement Office: _____

Address: _____

Name of contact person : _____ Title: _____

Telephone #: _____ Email address: _____

Section III-D School or Building Administrator, Director, or Headmaster

The individual noted below certifies that this building was inspected as indicated in Section III-A above and hereby submits this fire inspection report on behalf of the Board of Trustees and certifies that:

1. Public notice of report availability has been published, and that
2. Any nonconformances noted as corrected on the *Nonpublic School Fire Safety Non-Conformance Report Sheet* portion of this report were corrected on the date indicated, and that
3. Violations which were not corrected immediately shall be corrected within an accepted period of time as approved by the Commissioner.

Name: Susan Jurawicz Title: Principal

Signature: Susan Jurawicz Telephone # _____

Email: _____

NONPUBLIC FIRE AND BUILDING SAFETY REPORT

Per NYS Education Law 807-A(1) All school buildings containing classroom, dormitory, laboratory, physical education, dining or recreational facilities for student use, which are owned, operated, or leased by nonpublic schools must be inspected at least annually for hazards which may endanger the lives of students, teachers and employees therein and for compliance with applicable sections of 8NYCRR155 Regulations of the Commissioner of Education and for compliance with the 2020 Building Code of New York State, 2020 Fire Code of New York State and the 2020 Property Maintenance Code of New York State.

NONPUBLIC SCHOOL BEDS CODE#

142601860031

School Name

CHARTER SCHOOL APPLIED TECH

Facility/Building Name

HIGH SCHOOL

Street Address (NO PO Box Numbers)

2245 KENMORE AVE

City/Town/Village

TONAWANDA

Zip Code

14207

Name of Municipality Responsible for Local Code Enforcement

TOWN OF TONAWANDA

INSTRUCTIONS

- Read the "Manual for Nonpublic School Facility - Fire & Building Safety Inspections" prior to inspecting the facility and complete a separate report for each facility/building and location.
- **Part I:** General Information. School officials must complete this section annually.
- **Part II:**
 - Items 08A-2 through 08E-2 on the Non-Conformance Report Sheet – Must be completed for facilities with electrically operated partitions per Regulations of the Commissioner 155.25
 - Items 09A-2 through 26 on the Non-Conformance Report Sheet – Must be completed for all facilities per 2020 Fire Code of New York State and the 2020 Property Maintenance Code of New York State.
- **Part III (A, B, C & D) Certifications** -To be completed by individuals as indicated.

A copy of this form must be kept on file at the school for three years and must be available for public review.

Part I: General Information and Fire/Life Safety History (complete annually)

Inspection Date _____

Note: Please insert the date the actual inspection took place.

Inspections shall be performed between July 1st and December 1st of the current school year.

1. Please indicate the primary use of this facility:

☒ STUDENT INSTRUCTION

☐ OTHER STUDENT USE

Please Specify: _____

2. Is there a fire sprinkler system in this facility?

☒ YES ☐ NO

If 'yes', is the sprinkler alarm connected with the building alarm?

☒ YES ☐ NO

3. Is there a fire hydrant system for facility protection?

☒ YES ☐ NO

If YES, indicate ownership of system (select one):

☒ public owned
☐ school owned
☐ other (please specify) _____

4. Indicate the ownership of this facility

☐ LEASED

☒ OWNED

5. What is the current gross Square footage of this facility? 92,000

(to the nearest whole ten feet)

6. Fire and Emergency Drills

a. Per Section 807, paragraph 2 of the New York State Education Law entitled Fire and Emergency Drills, confirm that a copy of Section 807 has been printed and distributed as guidance to teaching staff as required ☒ YES ☐ NO

b. Provide dates of twelve fire and emergency drills required by Section 807 of Education Law held between September 1st and June 30th of the previous school year:

FIRE & EMERGENCY DRILLS

NOTE Eight (8) are required between September 1, and December 31

Eight (8) drills are required to be evacuation drills.

Four (4) drills are required to be lockdown drills

	Date	Evacuation	Lockdown
1	9/28/20	✓	
2	9/28/20	✓	
3	9/28/20	✓	
4	9/28/20	✓	
5	9/29/20	✓	
6	9/29/20	✓	
7	9/29/20	✓	
8	10/02/20	✓	
9			
10	4/27/20		✓
11	4/29/20		✓
12	5/4/20		✓
	5/6/20		✓

c. If the required number of fire and emergency drills were not held during this reporting cycle, please describe the reason:

d. Average time to evacuate this facility was: 02 minutes 01 seconds

e. Confirm that arson and fire prevention instruction was provided in accordance with Section 808 of the Education Law (revised 9/1/05) which requires every school in New York State to provide a minimum of 45 minutes of instruction in arson and fire prevention; injury prevention and life safety for each month that school is in session.

✓ YES NO

f. Confirm that employee fire prevention, evacuation and fire safety training was provided and records maintained are being maintained in accordance with Section F406 of the NYS Fire Code

✓ YES NO

7. Have there been any fires in this facility since the last annual fire safety inspection report?

 YES ✓ NO

a. If YES, indicate: total number of fires

b. total number of injuries

c. _____ total cost of property damage

8. If the fire alarm system was activated since the last fire safety inspection, was the fire department immediately notified in accordance with Section F401.3.2 of the NYS Fire Code?

_____ ☒ YES _____ NO

Part II: Nonpublic School Fire & Building Safety Non-Conformance Report Sheet

School Name _____ Building Name _____

Item #	Non-Conformance	Date Corrected
08A-2		
08B-2		
08C-2		
08D-2		
08E-2		
09A-2		
09B-2		
09C-1		
09D-1		
09F-2		
09G-2		
10A-2		
10B-2		
10C-1		
10D-1		
11A-2		
11B-1		
11C-2		
11D-2		
11E-1		
12A-1		
12B-3		
12C-2		
12D-2		
12E-1		
12F-1		
12G-1		
12H-1		
12I-1		
12J-1		
12K-1		
12L-1		
12M-1		
12N-1		
12O-2		
13A-2		
13B-2		

Item #	Non-Conformance	Date Corrected
14A-2		
14B-2		
14C-2		
14D-1		
14E-1		
15A-2		
15B-1		
15C-2		
15D-2		
15E-1		
16A-2		
16B-2		
16C-2		
16D-2		
17A-3		
17B-2		
17C-2		
17D-2		
17E-1		
17F-3		
17G-1		
17H-2		
17I-2		
17J-1		
17K-1		
17L-1		
18A-2		
18B-2		
18C-2		
18D-2		
19A-3		
19B-2		
19C-1		
19D-1		
19E-1		
19F-1		
19G-1		
19H-2		

Item #	Non-Conformance	Date Corrected
20A-1		
20B-1		
20C-1		
21A-3		
22A-3		
22B-3		
22C-3		
23A-1		
23B-1		
23C-1		
23D-2		
24A-3		
25A-1		
25B-1		
25C-1		
26A-3		

If any additional non-conformances are observed, check item 26A-3 and list the Code section below.

Inspector

The inspector has been provided with a copy of the previous year's school fire safety report;

Yes ☒ No ☐

Part III: NonPublic School Certifications

All sections are required to be completed: Section III-A; III-B III-C & III-D

Section III-A Fire Inspection Method

Which method(s) did the school authorities use to complete the annual fire safety inspection for this building?

Check appropriate box or boxes

- ☐ Inspection by the **fire department** of the city, town, village or **fire district** in which the building is located
- ☐ Inspection by a **fire corporation** whose territory includes the school building
- ☐ Inspection by the **county fire coordinator**, or the officer performing the powers and duties of a county fire coordinator pursuant to a local law, of the county in which the building is located
- ☐ Inspection by a **fire inspector (Building Safety Inspector or Code Enforcement Official)** who holds a valid certification

For additional information regarding these methods, please see: <https://www.nysenate.gov/legislation/laws/EDN/807-A>

Section III-B-Fire Inspection by Local Fire Department, Fire District, Fire Corporation, County Fire Coordinator and/ or Fire Inspector (Building Safety Inspector or Code Enforcement official) who holds a valid certification.

The individual noted below inspected this building on 11-11-21 (date) and the information in this Report represents, to the best of their knowledge and belief, an accurate description of the building and conditions they observed. The individual that performed this inspection has maintained their certification requirements pursuant to 19 NYCRR 1208-3.1.

Inspector's Name: _____ Title: _____

Signature: Mark F. Matlick Date: 11-19-21

Inspector's Organization: _____ H. Shay Fire Protection Inc.

Inspector's Telephone #: _____ Mark F. Matlick Inspector

Inspector's Code Enforcement Certification # _____ PO Box 122
Ivanhoe, NY 14231
(716) 908-0349 | Reg. #1086-7049B
shayfireprot@yahoo.com

(as assigned by the NYS Department of State)

Section III-C Contact info for the Authority-Having-Jurisdiction [AHJ] Local Municipality, Town or Village

Name of Local/Municipal Code Enforcement Office : _____

Address: _____

Name of contact person : _____ Title: _____

Telephone #: _____ Email address: _____

Section III-D School or Building Administrator, Director, or Headmaster

The individual noted below certifies that this building was inspected as indicated in Section III-A above and hereby submits this fire inspection report on behalf of the Board of Trustees and certifies that:

1. Public notice of report availability has been published, and that
2. Any nonconformances noted as corrected on the *Nonpublic School Fire Safety Non-Conformance Report Sheet* portion of this report were corrected on the date indicated, and that
3. Violations which were not corrected immediately shall be corrected within an accepted period of time as approved by the Commissioner.

Name: Ann T. Morgante Title: Principal

Signature: Ann T. Morgante Telephone: 

Email: amorgante@gat-k12.org

The University of the State of New York
THE STATE EDUCATION DEPARTMENT
State Office of Religious and Independent Schools - Room 1078 Education Building Annex
Albany, New York 12234

CHARTER MIDDLE
revised 11.12.2020

NONPUBLIC FIRE AND BUILDING SAFETY REPORT

Per NYS Education Law 807-A(1) All school buildings containing classroom, dormitory, laboratory, physical education, dining or recreational facilities for student use, which are owned, operated, or leased by nonpublic schools must be inspected at least annually for hazards which may endanger the lives of students, teachers and employees therein and for compliance with applicable sections of 8NYCRR155 Regulations of the Commissioner of Education and for compliance with the 2020 Building Code of New York State, 2020 Fire Code of New York State and the 2020 Property Maintenance Code of New York State.

NONPUBLIC SCHOOL BEDS CODE#

142601860003

School Name

CHARTER SCHOOL APPLIED TECH

Facility/Building Name

MIDDLE SCHOOL

Street Address (NO PO Box Numbers)

24 SHOSHONE ST

City/Town/Village

Zip Code

BUFFALO 14214

Name of Municipality Responsible for Local Code Enforcement

BUFFALO

INSTRUCTIONS

- Read the *"Manual for Nonpublic School Facility - Fire & Building Safety Inspections"* prior to inspecting the facility and complete a separate report for each facility/building and location.
- **Part I:** General Information. School officials must complete this section annually.
- **Part II:**
 - Items 08A-2 through 08E-2 on the Non-Conformance Report Sheet – Must be completed for facilities with electrically operated partitions per Regulations of the Commissioner 155.25
 - Items 09A-2 through 26 on the Non-Conformance Report Sheet – Must be completed for all facilities per 2020 Fire Code of New York State and the 2020 Property Maintenance Code of New York State.
- **Part III (A, B, C & D) Certifications** -To be completed by individuals as indicated.

A copy of this form must be kept on file at the school for three years and must be available for public review.

Part I: General Information and Fire/Life Safety History (complete annually)

Inspection Date _____

Note: Please insert the date the actual inspection took place.

Inspections shall be performed between July 1st and December 1st of the current school year.

1. Please indicate the primary use of this facility:

STUDENT INSTRUCTION

OTHER STUDENT USE

Please Specify: _____

2. Is there a fire sprinkler system in this facility?

☒ YES ☐ NO

If 'yes', is the sprinkler alarm connected with the building alarm?

☒ YES ☐ NO

3. Is there a fire hydrant system for facility protection?

☒ YES ☐ NO

If YES, indicate ownership of system (select one):

_____ ☒ public owned
_____ ☐ school owned
_____ other (please specify)

4. Indicate the ownership of this facility

☒ LEASED

☐ OWNED

5. What is the current gross Square footage of this facility?

(to the nearest whole ten feet)

6. Fire and Emergency Drills

a. Per Section 807, paragraph 2 of the New York State Education Law entitled Fire and Emergency Drills, confirm that a copy of Section 807 has been printed and distributed as guidance to teaching staff as required ☒ YES ☐ NO

b. Provide dates of twelve fire and emergency drills required by Section 807 of Education Law held between September 1st and June 30th of the previous school year:

FIRE & EMERGENCY DRILLS

NOTE Eight (8) are required between September 1, and December 31

Eight (8) drills are required to be evacuation drills.

Four (4) drills are required to be lockdown drills

Date

Evacuation

Lockdown

1

9/28/2021



2

3

4

5

6

7

8

9

10

11

12

c. If the required number of fire and emergency drills were not held during this reporting cycle, please describe the reason:

d. Average time to evacuate this facility was: 3 minutes 11 seconds

e. Confirm that arson and fire prevention instruction was provided in accordance with Section 808 of the Education Law (revised 9/1/05) which requires every school in New York State to provide a minimum of 45 minutes of instruction in arson and fire prevention; injury prevention and life safety for each month that school is in session.

✓ YES NO

f. Confirm that employee fire prevention, evacuation and fire safety training was provided and records maintained are being maintained in accordance with Section F406 of the NYS Fire Code

✓ YES NO

7. Have there been any fires in this facility since the last annual fire safety inspection report?

 YES ✓ NO

a. If YES, indicate: total number of fires

b. total number of injuries

c. _____ total cost of property damage

8. If the fire alarm system was activated since the last fire safety inspection, was the fire department immediately notified in accordance with Section F401.3.2 of the NYS Fire Code?

_____ ☒ YES _____ NO

Part II: Nonpublic School Fire & Building Safety Non-Conformance Report Sheet

School Name _____

Building Name _____

Item #	Non-Conformance	Date Corrected
08A-2		
08B-2		
08C-2		
08D-2		
08E-2		
09A-2		
09B-2		
09C-1		
09D-1		
09F-2		
09G-2		
10A-2		
10B-2		
10C-1		
10D-1		
11A-2		
11B-1		
11C-2		
11D-2		
11E-1		
12A-1		
12B-3		
12C-2		
12D-2		
12E-1		
12F-1		
12G-1		
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12K-1		
12L-1		
12M-1		
12N-1		
12O-2		
13A-2		
13B-2		

Item #	Non-Conformance	Date Corrected
14A-2		
14B-2		
14C-2		
14D-1		
14E-1		
15A-2		
15B-1		
15C-2		
15D-2		
15E-1		
16A-2		
16B-2		
16C-2		
16D-2		
17A-3		
17B-2		
17C-2		
17D-2		
17E-1		
17F-3		
17G-1		
17H-2		
17I-2		
17J-1		
17K-1		
17L-1		
18A-2		
18B-2		
18C-2		
18D-2		
19A-3		
19B-2		
19C-1		
19D-1		
19E-1		
19F-1		
19G-1		
19H-2		

Item #	Non-Conformance	Date Corrected
20A-1		
20B-1		
20C-1		
21A-3		
22A-3		
22B-3		
22C-3		
23A-1		
23B-1		
23C-1		
23D-2		
24A-3		
25A-1		
25B-1		
25C-1		
26A-3		

If any additional non-conformances are observed, check item 26A-3 and list the Code section below.

Inspector

The inspector has been provided with a copy of the previous year's school fire safety report;

Yes X No _____

Part III: NonPublic School Certifications

All sections are required to be completed: Section III-A; III-B III-C & III-D

Section III-A Fire Inspection Method

Which method(s) did the school authorities use to complete the annual fire safety inspection for this building?

Check appropriate box or boxes

- ☐ Inspection by the fire department of the city, town, village or fire district in which the building is located
- ☐ Inspection by a fire corporation whose territory includes the school building
- ☐ Inspection by the county fire coordinator, or the officer performing the powers and duties of a county fire coordinator pursuant to a local law, of the county in which the building is located
- ☒ Inspection by a fire inspector (Building Safety Inspector or Code Enforcement Official) who holds a valid certification

For additional information regarding these methods, please see: <https://www.nysenate.gov/legislation/laws/EDN/807-A>

Section III-B-Fire Inspection by Local Fire Department, Fire District, Fire Corporation, County Fire Coordinator and/ or Fire Inspector (Building Safety Inspector or Code Enforcement official) who holds a valid certification.

The individual noted below inspected this building on 11/19/21 (date) and the information in this Report represents, to the best of their knowledge and belief, an accurate description of the building and conditions they observed. The individual that performed this inspection has maintained their certification requirements pursuant to 19 NYCRR 1208-3.1.

Inspector's Name: _____ Title: _____

Signature: Mark F. Mallick Date: _____

Inspector's Organization: _____ H. Shay Fire Protection Inc.

Mark F. Mallick Inspector

PO Box 122

Inspector's Telephone #: _____ Inspector's Email: NY 14231

(716) 908-0349 | Reg. #1086-7049B

Inspector's Code Enforcement Certification # _____ shayfireprot@yahoo.com

(as assigned by the NYS Department of State)

Section III-C Contact info for the Authority-Having-Jurisdiction [AHJ] Local Municipality, Town or Village

Name of Local/Municipal Code Enforcement Office: Buffalo, NY

Address: _____

Name of contact person : _____ Title: _____

Telephone #: _____ Email address: _____

Section III-D School or Building Administrator, Director, or Headmaster

The individual noted below certifies that this building was inspected as indicated in Section III-A above and hereby submits this fire inspection report on behalf of the Board of Trustees and certifies that:

1. Public notice of report availability has been published, and that
2. Any nonconformances noted as corrected on the *Nonpublic School Fire Safety Non-Conformance Report Sheet* portion of this report were corrected on the date indicated, and that
3. Violations which were not corrected immediately shall be corrected within an accepted period of time as approved by the Commissioner.

Name: _____ Title: _____

Signature: _____ Telephone #: _____

Email: _____

MANAGEMENT LETTER

October 31, 2022

The Board of Trustees
Charter School for Applied Technologies and Affiliates

In planning and performing our audit of the consolidated financial statements of Charter School for Applied Technologies and Affiliates (the Organization) as of and for the year ended June 30, 2022, in accordance with auditing standards generally accepted in the United States of America, we considered the Organization's internal control over financial reporting (internal control) as a basis for designing auditing procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control. Accordingly, we do not express an opinion on the effectiveness of the Organization's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the Organization's financial statements will not be prevented, or detected and corrected, on a timely basis.

Our consideration of internal control was for the limited purpose described in the first paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses. In addition, because of the inherent limitations in internal control, including the possibility of management override of controls, misstatements due to errors or fraud may occur and not be detected by such controls. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

This information is intended solely for the use of the Board of Trustees and management of the Organization and is not intended to be, and should not be, used by anyone other than these specified parties.

Lumsden & McCormick, LLP

COMMUNICATION WITH THOSE CHARGED WITH GOVERNANCE

October 31, 2022

The Board of Trustees
Charter School for Applied Technologies and Affiliates

We have audited the financial statements of Charter School for Applied Technologies and Affiliates (the Organization) as of and for the year ended June 30, 2022 and have issued our report thereon dated October 31, 2022. Professional standards also require that we communicate to you the following information related to our audit.

Our Responsibility in Relation to the Financial Statement Audit

As communicated in our engagement letter dated August 29, 2022, our responsibility, as described by professional standards, is to form and express an opinion about whether the consolidated financial statements that have been prepared by management with your oversight are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America. Our audit of the consolidated financial statements does not relieve you or management of its respective responsibilities.

Our responsibility, as prescribed by professional standards, is to plan and perform our audit to obtain reasonable, rather than absolute, assurance about whether the consolidated financial statements are free of material misstatement. An audit of financial statements includes consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control over financial reporting. Accordingly, as part of our audit, we considered the internal control of the Organization solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are also responsible to communicate significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures for the purpose of identifying other matters to communicate to you.

We have provided our comments regarding internal controls and other matters noted during our audit in a separate letter to you.

Planned Scope and Timing of the Audit

We conducted our audit consistent with the planned scope and timing we previously communicated to you in the engagement letter.

Compliance with All Ethics Requirements Regarding Independence

The engagement team and our firm have complied with all relevant ethical requirements regarding independence.

Qualitative Aspects of the Organization's Significant Accounting Practices

Significant Accounting Policies

Management has the responsibility to select and use appropriate accounting policies. A summary of the significant accounting policies adopted by the Organization is included in Note 1 to the consolidated financial statements. There have been no initial selection of or changes in significant accounting policies or their application during 2022. No matters have come to our attention that would require us, under professional standards, to inform you about (1) the methods used to account for significant unusual transactions and (2) the effect of significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.

Significant Accounting Estimates and Related Audit Risk Items

Accounting estimates are an integral part of the consolidated financial statements prepared by management and are based on management's current judgments. Those judgments are normally based on knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the consolidated financial statements and because of the possibility that future events affecting them may differ markedly from management's current judgments. The most sensitive accounting estimates and other related audit risks items affecting the consolidated financial statements include:

- Collection of receivables
- Depreciable lives and methods
- Valuation of investments
- Allocation of expenses by function
- Accrued expenses

Management's estimates and accounting treatment for the above items are based on management's knowledge and experience about past and current events and assumptions about future events. We evaluated the key factors and assumptions used to address the items above and determined that they are reasonable in relation to the consolidated financial statements taken as a whole.

Financial Statement Disclosures

Certain financial statement disclosures involve significant judgment and are particularly sensitive because of their significance to financial statement users. We evaluated all disclosures in relation to the consolidated financial statements as a whole and determined that they are reasonable.

Significant Difficulties Encountered During the Audit

We encountered no significant difficulties in dealing with management relating to the performance of the audit.

Adjustments and Related

For purposes of this communication, professional standards also require us to accumulate all known and likely misstatements identified during the audit, other than those that we believe are trivial, and communicate them to the appropriate level of management. Further, professional standards require us to also communicate the effect of uncorrected misstatements related to prior periods on the relevant classes of transactions, account balances or disclosures, and the financial statements as a whole. Uncorrected misstatements or matters underlying those uncorrected misstatements could potentially cause future-period financial statements to be materially misstated, even though the uncorrected misstatements are immaterial to the financial statements currently under audit. There were no audit adjustments required for the year ended June 30, 2022.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter, which could be significant to the Organization's consolidated financial statements or the auditors' report. No such disagreements arose during the course of the audit.

Circumstances that Affect the Form and Content of the Auditors' Report

For purposes of this letter, professional standards require that we communicate any circumstances that affect the form and content of our auditors' report. There were no modifications to the audit opinion.

Representations Requested from Management

We have requested certain written representations from management, which are included in the management representation letter dated consistent with the consolidated financial statement audit report date.

Management's Consultations with Other Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters. Management informed us that, and to our knowledge, there were no consultations with other accountants regarding auditing and accounting matters.


Other Significant Matters, Findings, or Issues

In the normal course of our professional association with the Organization, we generally discuss a variety of matters, including the application of accounting principles and auditing standards, significant events or transactions that occurred during the year, business conditions affecting the Organization, and business plans and strategies that may affect the risks of material misstatement. None of the matters discussed resulted in a condition to our retention as the Organization's auditors.

Additional Information

With respect to the additional information accompanying the consolidated financial statements, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with U.S. generally accepted accounting principles, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the consolidated financial statements. We compared and reconciled the additional information to the underlying accounting records used to prepare the consolidated financial statements or to the consolidated financial statements themselves.

This information is intended solely for the use of the Board of Trustees and management of the Organization. It is not intended to be, and should not be, used by anyone other than these specified parties.

A handwritten signature in blue ink that reads "Louden & McCormick, LLP". The signature is written in a cursive, flowing style.

**CHARTER SCHOOL FOR
APPLIED TECHNOLOGIES
AND AFFILIATES**

SINGLE AUDIT REPORTING PACKAGE

JUNE 30, 2022

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INDEPENDENT AUDITORS' REPORT

The Board of Trustees
Charter School for Applied Technologies and Affiliate

Report on the Audit of the Financial Statements

Opinion

We have audited the accompanying consolidated balance sheets of Charter School for Applied Technologies and Affiliate (the Organization) as of June 30, 2022 and 2021, and the related consolidated statements of activities, functional expenses, and cash flows for the years then ended, and the related notes to the consolidated financial statements (the financial statements).

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Organization as of June 30, 2022 and 2021, and the respective changes in its net assets and cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audits in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Organization, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Organization's ability to continue as a going concern for one year after the date that the financial statements are issued.

Auditors' Responsibility for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Organization's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

Additional Information

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying schedule of expenditures of federal awards, as required by Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated October 31, 2022 on our consideration of the Organization's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements, and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Organization's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Organization's internal control over financial reporting and compliance.



Lynden & McCormick, LLP

October 31, 2022

CHARTER SCHOOL FOR APPLIED TECHNOLOGIES AND AFFILIATES

Consolidated Balance Sheets

June 30,	2022	2021
Assets		
Current assets:		
Cash	\$ 12,149,740	\$ 12,157,067
Receivables (Note 2)	2,913,024	2,325,208
Prepaid expenses and other assets	532,910	734,345
	<u>15,595,674</u>	<u>15,216,620</u>
Property and equipment, net (Note 3)	18,406,302	19,326,352
Investments held in trust (Note 4)	2,297,306	2,246,349
Other investments (Note 5)	<u>17,665,610</u>	<u>20,047,872</u>
	<u>\$ 53,964,892</u>	<u>\$ 56,837,193</u>
Liabilities and Net Assets		
Current liabilities:		
Current portion of long-term debt (Note 6)	\$ 1,080,668	\$ 1,040,668
Accounts payable and accrued expenses	4,762,347	5,368,808
Refundable advances	336,812	83,745
	<u>6,179,827</u>	<u>6,493,221</u>
Long-term debt (Note 6)	17,593,017	18,673,685
Net assets:		
Without donor restrictions	<u>30,192,048</u>	<u>31,670,287</u>
	<u>\$ 53,964,892</u>	<u>\$ 56,837,193</u>

See accompanying notes.

CHARTER SCHOOL FOR APPLIED TECHNOLOGIES AND AFFILIATES

Consolidated Statements of Activities

For the years ended June 30,	2022	2021
Support and revenue:		
Enrollment fees:		
Resident students	\$ 30,450,055	\$ 30,300,090
Resident students with disabilities	1,644,808	1,565,224
Contributions:		
Federal awards	5,638,910	2,740,247
In-kind	30,587	40,343
State and other awards	124,079	14,242
Food service and vending	16,780	14,813
Investment activity (Note 5)	(2,378,902)	3,209,265
Other income	53,400	76,976
Total support and revenue	35,579,717	37,961,200
Expenses:		
Program expenses:		
Regular education	24,292,738	23,103,410
Special education	2,367,148	2,236,571
Other programs	3,530,615	1,798,992
Total program expenses	30,190,501	27,138,973
Supporting services:		
Management and general	6,867,455	6,152,241
Total expenses	37,057,956	33,291,214
Change in net assets	(1,478,239)	4,669,986
Net assets - beginning	31,670,287	27,000,301
Net assets - ending	\$ 30,192,048	\$ 31,670,287

See accompanying notes.

CHARTER SCHOOL FOR APPLIED TECHNOLOGIES AND AFFILIATES

Consolidated Statement of Functional Expenses

For the year ended June 30, 2022

	Number of positions	Regular Education	Special Education	Other Programs	Management and General	Total
Administrative staff	45.95	\$ 1,294,404	\$ 95,584	\$ 101,599	\$ 1,954,981	\$ 3,446,568
Instructional	245.44	12,066,738	1,453,956	42,690	-	13,563,384
Non-Instructional	63.13	214,499	-	798,759	1,520,588	2,533,846
	354.52	\$ 13,575,641	\$ 1,549,540	\$ 943,048	\$ 3,475,569	\$ 19,543,798
Salaries		\$ 13,575,641	\$ 1,549,540	\$ 943,048	\$ 3,475,569	\$ 19,543,798
Employee benefits and taxes		4,442,549	299,020	171,792	891,341	5,804,702
Retirement		1,456,288	96,788	55,606	288,512	1,897,194
Consultants		273,788	-	-	18,596	292,384
Contracted services		8,780	276,592	91,198	478,044	854,614
Equipment rental		13,818	-	-	62,119	75,937
Insurance		176,124	11,008	22,016	11,008	220,156
Interest		709,834	44,365	88,729	44,365	887,293
Building leases		823,354	-	1,750	-	825,104
Professional fees		-	-	-	72,239	72,239
Maintenance and repairs		3,398	-	19,831	54,983	78,212
Marketing		-	-	-	169,670	169,670
Minor equipment		801,141	-	34,595	120,760	956,496
Office expense		144,673	-	-	111,780	256,453
Supplies and materials		205,097	-	1,066,249	218,320	1,489,666
Other expenses		157,450	-	36,996	349,975	544,421
Staff development		63,442	-	3,595	16,279	83,316
Student services		-	-	815,540	-	815,540
Utilities		396,460	24,779	49,557	24,779	495,575
Bad debt		-	-	-	394,060	394,060
		23,251,837	2,302,092	3,400,502	6,802,399	35,756,830
Depreciation		1,040,901	65,056	130,113	65,056	1,301,126
Total		\$ 24,292,738	\$ 2,367,148	\$ 3,530,615	\$ 6,867,455	\$ 37,057,956

See accompanying notes.

CHARTER SCHOOL FOR APPLIED TECHNOLOGIES AND AFFILIATES

Consolidated Statement of Functional Expenses

For the year ended June 30, 2021

	Number of positions	Regular Education	Special Education	Other Programs	Management and General	Total
Administrative staff	42.80	\$ 1,344,937	\$ 93,516	\$ 51,052	\$ 1,870,078	\$ 3,359,583
Instructional	232.10	11,335,092	1,404,052	7,927	-	12,747,071
Non-Instructional	56.68	232,281	-	609,338	1,465,576	2,307,195
	331.58	\$ 12,912,310	\$ 1,497,568	\$ 668,317	\$ 3,335,654	\$ 18,413,849
Salaries		\$ 12,912,310	\$ 1,497,568	\$ 668,317	\$ 3,335,654	\$ 18,413,849
Employee benefits and taxes		4,195,084	292,908	125,728	870,985	5,484,705
Retirement		1,337,272	93,371	40,079	277,645	1,748,367
Consultants		-	-	-	709	709
Contracted services		25,560	206,645	61,303	678,113	971,621
Equipment rental		16,343	-	-	67,360	83,703
Insurance		162,727	10,170	20,341	10,170	203,408
Interest		741,274	46,330	92,659	46,330	926,593
Building leases		764,091	-	-	-	764,091
Professional fees		-	-	-	71,223	71,223
Maintenance and repairs		3,480	-	6,478	95,788	105,746
Marketing		-	-	-	113,917	113,917
Minor equipment		779,931	-	21,662	86,122	887,715
Office expense		85,697	-	-	22,916	108,613
Supplies and materials		474,657	56	101,558	142,181	718,452
Other expenses		116,767	-	28,362	238,556	383,685
Staff development		55,845	-	2,922	5,049	63,816
Student services		-	-	450,536	-	450,536
Utilities		293,008	18,313	36,626	18,313	366,260
		21,964,046	2,165,361	1,656,571	6,081,031	31,867,009
Depreciation		1,139,364	71,210	142,421	71,210	1,424,205
Total		\$ 23,103,410	\$ 2,236,571	\$ 1,798,992	\$ 6,152,241	\$ 33,291,214

See accompanying notes.

CHARTER SCHOOL FOR APPLIED TECHNOLOGIES AND AFFILIATES

Consolidated Statements of Cash Flows

For the years ended June 30,	2022	2021
Operating activities:		
Cash received from enrollment fees	\$ 31,998,824	\$ 32,454,847
Cash received from contributions	5,089,752	2,168,157
Cash received from food service and vending	16,780	14,813
Interest and dividends received	413,043	280,930
Cash received from other sources	124,454	22,778
Payments to employees for services and benefits	(27,994,160)	(24,308,316)
Payments to vendors and suppliers	(6,857,450)	(6,012,763)
Interest paid	(916,186)	(955,375)
Net operating activities	1,875,057	3,665,071
Investing activities:		
Property and equipment expenditures	(381,076)	(448,180)
Deposits to investments held in trust, net	(50,957)	(27,616)
Purchases of other investments	(8,855,517)	(14,670,653)
Proceeds from the sale of property and equipment	-	14,000
Proceeds from sales of other investments	8,445,834	13,517,991
Net investing activities	(841,716)	(1,614,458)
Financing activities:		
Principal repayments on long-term debt	(1,040,668)	(1,005,668)
Net change in cash	(7,327)	1,044,945
Cash - beginning	12,157,067	11,112,122
Cash - ending	\$ 12,149,740	\$ 12,157,067

See accompanying notes.

Notes to Consolidated Financial Statements

1. Summary of Significant Accounting Policies:

Organization and Purpose:

The consolidated financial statements of Charter School for Applied Technologies and Affiliates (the Organization) include the accounts of Charter School for Applied Technologies (the School) and EST, LLC (the LLC). All significant inter-entity accounts and transactions have been eliminated in the accompanying consolidated financial statements.

The School operates a charter school in Buffalo and Kenmore, New York approved by the Board of Regents of the State of New York. The School offers classes from kindergarten through grade 12. The School is chartered through June 2025, after which time the charter may be renewed, upon application.

The School is the sole member of the LLC, an organization established to provide management services to the School and Corporation. During 2022 and 2021, the LLC had limited activity as management is evaluating its continuance.

Subsequent Events:

Management has evaluated events and transactions for potential recognition or disclosure through October 31, 2022, the date the consolidated financial statements were available to be issued.

Cash:

Cash in financial institutions potentially subjects the Organization to concentrations of credit risk since it may exceed insured limits at various times throughout the year. The Organization complies with a requirement to hold no less than \$100,000 in reserve funds to pay legal and audit expenses that would be associated with a dissolution should it occur.

Property and Equipment:

Property and equipment is stated at cost net of accumulated depreciation. Depreciation is provided using the straight-line method over estimated useful asset lives. Maintenance and repairs are charged to operations as incurred; significant improvements are capitalized.

Investments:

Investments are stated at fair value as determined by quoted prices in active markets.

Revenue Recognition:

Enrollment Fees

Enrollment fees are received from the public school district where a student resides. The amount received each year from the resident district is the product of the approved operating expense per pupil and the full time equivalent enrollment of the students in the School residing in that district. The respective districts also reimburse the School for special education services based on approved applicable rates for the services provided. Revenues are recognized over the period the services are provided. The School generally invoices the resident district bimonthly and payment is due in 30 days. Enrollment fees received in advance are deferred and recognized when earned. The School's enrollment fees are received primarily from the City of Buffalo School District (the District).

Contributions

Contributions are reported at fair value at the date the pledge or award is received. Contributions are recorded as restricted support if they are received with donor stipulations that limit their use. When a donor restriction expires, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the consolidated statement of activities as net assets released from restrictions. Contributions received with donor-imposed restrictions that are met in the same reporting period are shown as support without donor restrictions.

Conditional contributions, primarily government awards, are recorded as revenue when the Organization meets requirements in compliance with specific agreements. Amounts received before the required conditions are met are reported as refundable advances on the accompanying consolidated balance sheets. These conditional contributions are subject to compliance and financial audits by the funding sources. Management believes no significant adjustments are necessary to recognized amounts.

As of June 30, 2022, conditional government awards from the Education Stabilization Fund awarded and not yet received amounted to approximately \$8,161,000 and will be recognized when qualifying expenses are incurred over the next two years.

In-kind contributions represent donated commodities for the cafeteria program which would typically need to be purchased if not provided by donation. These amounts are recognized as revenue at estimated fair value when the commodities are received.

Receivables

Receivables are stated at the amounts management expects to collect from outstanding balances. Balances that are still outstanding after reasonable collection efforts are written off through a charge to uncollectible receivables and a credit to accounts receivable. An allowance for doubtful accounts is considered unnecessary by management because all significant amounts deemed uncollectible are written off each year.

Transportation:

Several school districts provide the School with certain transportation services without cost. The value of these services has not been recorded in these financial statements.

Income Taxes:

The School is a 501(c)(3) organization exempt from taxation under §501(a) of the Internal Revenue Code. The LLC is considered a disregarded entity for tax purposes. Consequently, all tax reporting for the LLC is consolidated with the activity of the School.

Use of Estimates:

The preparation of consolidated financial statements in accordance with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results could differ from those estimates.

Functional Expense Allocation:

The financial statements report certain categories of expenses that are attributable to program and supporting functions. Therefore, these expenses require allocation on a reasonable basis that is consistently applied. These costs include salaries and benefits, which have been allocated based on estimates of time and effort, and interest, insurance, utilities, and depreciation expenses, which have been allocated based on management's estimate of function benefited.

Reclassifications:

The 2021 financial statements have been reclassified to conform to the presentation adopted in 2022.

2. Receivables:

	2022	2021
Enrollment fees	\$ 351,347	\$ 649,368
Contributions	2,556,144	1,599,253
Other	5,533	76,587
	<u>\$ 2,913,024</u>	<u>\$ 2,325,208</u>

3. Property and Equipment:

	2022	2021
Land	\$ 323,845	\$ 323,845
Building improvements	31,930,378	31,843,861
Furniture and fixtures	5,070,014	4,775,455
Vehicles	64,812	64,812
	<u>37,389,049</u>	<u>37,007,973</u>
Less accumulated depreciation	18,982,747	17,681,621
	<u>\$ 18,406,302</u>	<u>\$ 19,326,352</u>

4. Investments Held in Trust:

Investments held in trust consists mainly of treasury obligations held in the following accounts by a trustee in compliance with the issuance of 2017 Series bonds (Note 6):

	2022	2021
Reserve fund	\$ 1,950,967	\$ 1,950,485
Project and other funds	92,462	92,064
Repair fund	253,877	203,800
	<u>\$ 2,297,306</u>	<u>\$ 2,246,349</u>

5. Other Investments:

	2022	2021
Money market	\$ 662,005	\$ 721,039
Equities	7,231,617	9,355,236
Mutual funds	4,383,245	5,140,322
Fixed income items	5,388,743	4,831,275
	<u>\$ 17,665,610</u>	<u>\$ 20,047,872</u>

Investment activity consists of the following for the years ended June 30:

	2022	2021
Interest and dividends	\$ 413,043	\$ 280,930
Realized and unrealized gains (losses)	(2,791,945)	2,928,335
	<u>\$ (2,378,902)</u>	<u>\$ 3,209,265</u>

6. Long-Term Debt:

	2022	2021
Buffalo and Erie County Industrial Land Development Corporation Tax-Exempt Revenue Bonds (The Charter School for Applied Technologies Project), Series 2017A Bonds, annual principal payments ranging from \$770,000 to \$1,845,000, plus interest at rates ranging from 2.0% to 5.0%, through June 2035.	\$ 18,340,000	\$ 19,355,000
Plus unamortized bond premium	915,731	986,173
Less unamortized debt issuance costs	582,046	626,820
	<u>18,673,685</u>	<u>19,714,353</u>
Less current portion	1,080,668	1,040,668
	<u>\$ 17,593,017</u>	<u>\$ 18,673,685</u>

In July 2017, the School entered into an agreement with Buffalo and Erie County Industrial Land Development Corporation to issue \$22,845,000 tax exempt 2017A Series Bonds to refund outstanding ECIDA Series 2005 Bonds. The Bonds are secured by mortgage and security agreements granting the trustee a mortgage lien on and security interest in real and personal property as well as certain revenues, subject to permitted encumbrances. The bonds are further secured by the reserve fund (Note 4). The bond agreement contains certain covenants related to debt service.

Bond premium associated with the issuance of the 2017A Series bonds is amortized over the life of the bonds. Unamortized bond premium is presented as an addition to the face amount of the bonds payable. Amortization of bond premiums was \$70,441 for each of the years ended 2022 and 2021.

Debt issuance costs are amortized as interest expense over the remaining term of the bonds. Amortization of bond issuance costs was \$44,773 for each of the years ended June 30, 2022 and 2021.

Aggregate maturities of net long-term debt subsequent to June 30, 2022 are:

2023	\$ 1,080,668
2024	1,130,668
2025	1,180,668
2026	1,230,668
2027	1,285,668
Thereafter	<u>12,765,345</u>
	<u>\$ 18,673,685</u>

7. Retirement Plans:

The School maintains a 403(b) plan covering qualified employees. The plan does not require employer contributions.

The School participates in the New York State Teachers' Retirement System (TRS) and New York State and Local Employees' Retirement System (ERS) (the Systems), which are cost-sharing multiple employer public employee retirement systems. The Systems offer a wide range of plans and benefits which are related to years of service and final average salary, vesting of retirement benefits, death and disability.

TRS:

TRS is administered by the New York State Teachers' Retirement Board and provides benefits to plan members and beneficiaries as authorized by the Education Law and the Retirement and Social Security Law of the State of New York. TRS issues a publicly available financial report that contains financial statements and required supplementary information. The report may be obtained from TRS at www.nystrs.org.

ERS:

ERS provides retirement benefits as well as death and disability benefits. New York State Retirement and Social Security Law governs obligations of employers and employees to contribute and provide benefits to employees. ERS issues a publicly available financial report that includes financial statements and required supplementary information. This report may be obtained from the New York State and Local Retirement System at www.osc.state.ny.us/retire.

Funding Policies:

No employee contribution is required for those whose service began prior to July 1976. The Systems require employee contributions of 3% of salary for the first 10 years of service for those employees who joined the System from July 1976 through December 2009. Participants whose service began on or after January 1, 2010 through March 31, 2012 are required to contribute 3% (ERS) or 3.5% (TRS) of compensation throughout their active membership in the Systems. Participants whose service began on or after April 1, 2012 are required to contribute a percentage ranging from 3% to 6% each year, based on their level of compensation.

For ERS, the Comptroller annually certifies the rates used, expressed as a percentage of the wages of participants, to compute the contributions required to be made by the School to the pension accumulation fund. The rates range from 8.2% to 18.1% for 2022 and 9.6% to 18.1% for 2021, dependent on the participant's tier. Required contributions for ERS were \$458,974 and \$450,897 for the years ended June 30, 2022 and 2021.

Pursuant to Article 11 of the Education Law, rates are established annually for TRS by the New York State Teachers' Retirement Board at an actuarially determined rate. The rate was 9.80% of the annual covered payroll for the year ended June 30, 2022, and 9.53% for the year ended June 30, 2021. The required contributions for TRS were \$1,438,220 and \$1,297,470 for the years ended June 30, 2022 and 2021.

8. Lease Obligations:

The Organization leases certain equipment and property under terms of operating leases. Rental expense for all operating leases amounted to \$908,075 and \$847,794 for the years ended June 30, 2022 and 2021.

Future minimum annual rentals due under noncancellable leases are:

2023	\$	786,636
2024		806,604
2025		779,170
2026		727,362
2027		749,185
Thereafter		5,989,768
	\$	9,838,725

9. Financial Assets Available for Operations:

The Organization obtains financial assets generally through enrollment fees and contributions. The financial assets are acquired throughout the year to help meet the Organization's cash needs for general expenditures.

The Organization's financial assets available within one year of the balance sheet date to meet cash needs for general expenditures consist of the following at June 30, 2022 and 2021:

	2022	2021
Cash	\$ 12,049,740	\$ 12,057,067
Receivables	2,913,204	2,325,208
Investments	17,665,610	20,047,872
	<u>\$ 32,628,554</u>	<u>\$ 34,430,147</u>

10. Contingencies:

The Organization may be subject to claims and lawsuits that arise in the ordinary course of business. In the opinion of management, the outcome of any claims is not expected to have a material adverse effect upon the financial position of the Organization.

11. Risks and Uncertainties due to COVID-19:

On January 31, 2020, the United States Secretary of Health and Human Services (HHS) declared a public health emergency related to the global spread of coronavirus COVID-19, and a pandemic was declared by the World Health Organization in February 2020. Efforts to fight the widespread disease included limiting or closing many businesses and all schools and resulted in a severe disruption of operations for many organizations.

In March 2020, the Organization transitioned to remote instruction for the remainder of the 2019-20 School year. During the 2020-21 school year, the School provided hybrid in-person and remote instruction model in compliance with all government safety mandates, returning to in-person learning in the 2021-22 school year. Consequently, enrollment fees and revenue for the years ended June 30, 2021 and 2020 were not reduced.

The full extent of the impact of COVID-19 on the Organization's operational and financial performance will depend on further developments, including the duration and spread of the outbreak, and its impact on schools, including its students and families, employees, and vendors, none of which can be predicted.

CHARTER SCHOOL FOR APPLIED TECHNOLOGIES AND AFFILIATES

Additional Information
Schedule of Expenditures of Federal Awards

For the year ended June 30, 2022

Federal Grantor/Pass-Through Grantor/Program Title	Assistance Listing Number	Grantor Number	Expenditures
<u>U.S. Department of Education</u>			
Passed through New York State Education Department:			
Title I Grants to Local Educational Agencies	84.010	0021-22-4050	\$ 822,916
Title I Grants to Local Educational Agencies	84.010	0021-21-4050	132,035
English Language Acquisition State Grants	84.365	0293-22-4050	7,275
English Language Acquisition State Grants	84.365	0293-21-4050	1,898
Supporting Effective Instruction State Grants	84.367	0147-22-4050	137,426
Supporting Effective Instruction State Grants	84.367	0147-21-4050	10,690
Student Support and Academic Enrichment Program	84.424	0204-22-4050	59,189
Student Support and Academic Enrichment Program	84.424	0204-21-4050	7,272
Education Stabilization Fund:			
Elementary and Secondary School Emergency Relief Fund	84.425D	5890-21-4050	168,851 ¹
Elementary and Secondary School Emergency Relief Fund	84.425D	5891-21-4050	1,903,365 ¹
American Rescue Plan Elementary and Secondary School Emergency Relief Fund	84.425U	5880-21-4050	499,340 ¹
Total U.S. Department of Education			<u>3,750,257</u>
<u>U.S. Department of Agriculture</u>			
Passed through New York State Education Department:			
Child Nutrition Cluster:			
School Breakfast Program	10.553	N/A	593,036 ²
National School Lunch Program	10.555	N/A	1,268,416 ²
COVID-19 - Summer Food Service Program for Children	10.559	N/A	18,558 ²
Pandemic EBT Administrative Costs	10.649	N/A	8,643
Passed through New York State Office of General Services:			
Child Nutrition Cluster:			
National School Lunch Program	10.555	N/A	30,587 ²
Total U.S. Department of Agriculture			<u>1,919,240</u>
Total Expenditures of Federal Awards			<u>\$ 5,669,497</u>

¹ Total Education Stabilization Fund - \$2,571,556

² Total Child Nutrition Cluster - \$1,910,597

Notes to Schedule of Expenditures of Federal Awards

1. Summary of Significant Accounting Policies:

Basis of Presentation

The accompanying schedule of expenditures of federal awards presents the activity of all federal award programs administered by Charter School for Applied Technologies and Affiliates (the Organization), an entity as defined in Note 1 to the Organization's consolidated financial statements. Federal awards received directly from federal agencies, as well as federal awards passed through from other governmental agencies, are included on the schedule of expenditures of federal awards.

Basis of Accounting

The amounts reported as federal expenditures generally were obtained from the appropriate federal financial reports for the applicable programs and periods. The amounts reported in these federal financial reports are prepared from records maintained for each program, which are periodically reconciled with the Organization's financial reporting system. The federal expenditures are recorded on the accrual basis of accounting.

Indirect Costs

The Organization does not use the 10% de minimis indirect cost rate permitted by the Uniform Guidance.

Non-Monetary Federal Program

The Organization is the recipient of a federal award program that does not result in cash receipts or disbursements, termed a "non-monetary program." During the year ended June 30, 2022, the Organization used \$30,587 worth of commodities under the National School Lunch Program (Assistance Listing Number 10.555).

INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

The Board of Trustees
Charter School for Applied Technologies and Affiliate

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the consolidated financial statements of Charter School for Applied Technologies and Affiliate (the Organization), which comprise the consolidated balance sheet as of June 30, 2022, and the related consolidated statements of activities, functional expenses and cash flows for the year then ended, and the related notes to the financial statements (the financial statements), and have issued our report thereon dated October 31, 2022.

Report on Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Organization's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control. Accordingly, we do not express an opinion on the effectiveness of the Organization's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that have not been identified.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Organization's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Organization's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Organization's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Lynden & McCormick, LLP

October 31, 2022

**INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM AND ON
INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE**

The Board of Trustees
Charter School for Applied Technologies and Affiliate

Report on Compliance for Each Major Federal Program

Opinion on Each Major Federal Program

We have audited Charter School for Applied Technologies and Affiliates' (the Organization) compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of the Organization's major federal programs for the year ended June 30, 2022. The Organization's major federal programs are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

In our opinion, the Organization complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2022.

Basis for Opinion on Each Major Federal Program

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America (GAAS); the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States (*Government Auditing Standards*); and the audit requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditors' Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the Organization and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of the Organization's compliance with the compliance requirements referred to above.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules and provisions of contracts or grant agreements applicable to the Organization's federal programs.

Auditors' Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the Organization's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material, if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the Organization's compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the Organization's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the Organization's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Report on Internal Control Over Compliance

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A material weakness in internal control over compliance is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A significant deficiency in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the Auditors' Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

A handwritten signature in blue ink that reads "Lynden & McCormick, LLP". The signature is written in a cursive, flowing style.

October 31, 2022

Schedule of Findings and Questioned Costs

For the year ended June 30, 2022

Section I. Summary of Auditors' Results

Consolidated Financial Statements

Type of auditors' report issued: *Unmodified*

Internal control over financial reporting:

- Material weakness(es) identified? No
- Significant deficiency(ies) identified? None reported

Noncompliance material to consolidated financial statements noted? No

Federal Awards

Internal control over major programs:

- Material weakness(es) identified? No
- Significant deficiency(ies) identified? None reported

Type of auditors' report issued on compliance for major programs: *Unmodified*

Any audit findings disclosed that are required to be reported in accordance with section 2 CFR 200.516(a)? No

Identification of major programs:

Name of Federal Program or Cluster	Assistance Listing Number	Amount
Education Stabilization Fund	84.425	<u>\$ 2,571,556</u>

Dollar threshold used to distinguish between type A and type B programs: \$750,000

Auditee qualified as low-risk auditee? Yes

Section II. Financial Statement Findings

No matters were reported.

Section III. Federal Award Findings and Questioned Costs

No matters were reported.



Annual Financial Statement Audit Report

for Board of Regents Authorized Charter Schools

School Name:	Charter School for Applied Technologies
Date (Report is due Nov. 1):	November 1, 2022
Primary District of Location (If NYC select NYC DOE):	Kenmore - Town of Tonawanda Union Free School District (Ken-Ton)
If located in NYC DOE select CSD:	-
School Fiscal Contact Name:	Tanya Moore
School Fiscal Contact Email:	[REDACTED]
School Fiscal Contact Phone:	[REDACTED]
School Audit Firm Name:	Lumsden & McCormick, LLP
School Audit Contact Name:	Donna Gonser
School Audit Contact Email:	[REDACTED]
School Audit Contact Phone:	[REDACTED]
Audit Period:	2021-22
Prior Year:	2020-21

The following items are required to be included:

- 1.) The independent auditor's report on financial statements and notes.
- 2.) Excel template file containing the Financial Position, Statement of Activities, Cash Flow and Functional Expenses worksheets.
- 3.) Reports on internal controls over financial reporting and on compliance.

The additional items listed below should be included if applicable. Please explain the reason(s) if the items are not included. Examples might include: a written management letter was not issued; the school did not expend federal funds in excess of the Single Audit Threshold of \$750,000; the management letter response will be submitted by the following date (should be no later than 30 days from the submission of the report); etc.

Item	If not included, state the reason(s) below (if not applicable fill in N/A):
Management Letter	
Management Letter Response	N/A
Form 990	Not yet filed
Federal Single Audit (A-133)	Not yet filed
Corrective Action Plan	N/A

Charter School for Applied Technologies
Statement of Financial Position
as of June 30

	2022	2021
<u>CURRENT ASSETS</u>		
Cash and cash equivalents	\$ 12,149,740	\$ 12,157,067
Grants and contracts receivable	-	-
Accounts receivables	2,913,024	2,325,208
Prepaid Expenses	532,910	734,345
Contributions and other receivables	-	-
Other current assets	-	-
TOTAL CURRENT ASSETS	15,595,674	15,216,620
<u>NON-CURRENT ASSETS</u>		
Property, Building and Equipment, net	\$ 18,406,302	\$ 19,326,352
Restricted Cash	-	-
Security Deposits	-	-
Other Non-Current Assets	19,962,916	22,294,221
TOTAL NON-CURRENT ASSETS	38,369,218	41,620,573
TOTAL ASSETS	53,964,892	56,837,193
<u>CURRENT LIABILITIES</u>		
Accounts payable and accrued expenses	\$ 4,762,347	\$ 5,368,808
Accrued payroll, payroll taxes and benefits	-	-
Current Portion of Loan Payable	1,080,668	1,040,668
Due to Related Parties	-	-
Refundable Advances	336,812	83,745
Deferred Revenue	-	-
Other Current Liabilities	-	-
TOTAL CURRENT LIABILITIES	6,179,827	6,493,221
<u>LONG-TERM LIABILITIES</u>		
Loan Payable; Due in More than One Year	\$ -	\$ -
Deferred Rent	-	-
Due to Related Party	-	-
Other Long-Term Liabilities	17,593,017	18,673,685
TOTAL LONG-TERM LIABILITIES	17,593,017	18,673,685
TOTAL LIABILITIES	23,772,844	25,166,906
<u>NET ASSETS</u>		
Unrestricted	\$ 30,192,048	\$ 31,670,287
Temporarily restricted	-	-
Permanently restricted	-	-
TOTAL NET ASSETS	30,192,048	31,670,287
TOTAL LIABILITIES AND NET ASSETS	53,964,892	56,837,193

Charter School for Applied Technologies
Statement of Activities
as of June 30

	2022			2021
	Unrestricted	Temporarily Restricted	Total	Total
OPERATING REVENUE				
State and Local Per Pupil Revenue - Reg. Ed	\$ 30,450,055	\$ -	\$ 30,450,055	\$ 30,300,090
State and Local Per Pupil Revenue - SPED	1,644,808	-	1,644,808	1,565,224
State and Local Per Pupil Facilities Revenue	-	-	-	-
Federal Grants	5,669,497	-	5,669,497	2,780,590
State and City Grants	124,079	-	124,079	14,242
Other Operating Income	53,400	-	53,400	76,976
Food Service/Child Nutrition Program	16,780	-	16,780	14,813
TOTAL OPERATING REVENUE	37,958,619	-	37,958,619	34,751,935
EXPENSES				
Program Services				
Regular Education	\$ 24,292,738	\$ -	\$ 24,292,738	\$ 23,138,766
Special Education	2,367,148	-	2,367,148	2,236,571
Other Programs	3,530,615	-	3,530,615	1,798,992
Total Program Services	30,190,501	-	30,190,501	27,174,329
Management and general	6,867,455	-	6,867,455	6,116,885
Fundraising	-	-	-	-
TOTAL EXPENSES	37,057,956	-	37,057,956	33,291,214
SURPLUS / (DEFICIT) FROM OPERATIONS	900,663	-	900,663	1,460,721
SUPPORT AND OTHER REVENUE				
Interest and Other Income	\$ -	\$ -	\$ -	-
Contributions and Grants	-	-	-	-
Fundraising Support	-	-	-	-
Investments	(2,378,902)	-	(2,378,902)	3,209,265
Donated Services	-	-	-	-
Other Support and Revenue	-	-	-	-
TOTAL SUPPORT AND OTHER REVENUE	(2,378,902)	-	(2,378,902)	3,209,265
Net Assets Released from Restrictions / Loss on Disposal of Assets	\$ -	\$ -	\$ -	\$ -
CHANGE IN NET ASSETS	(1,478,239)	-	(1,478,239)	4,669,986
NET ASSETS - BEGINNING OF YEAR	\$ 31,670,287	\$ -	\$ 31,670,287	\$ 27,000,301
PRIOR YEAR/PERIOD ADJUSTMENTS	-	-	-	-
NET ASSETS - END OF YEAR	\$ 30,192,048	\$ -	\$ 30,192,048	\$ 31,670,287

Charter School for Applied Technologies
Statement of Cash Flows

as of June 30

	2022	2021
CASH FLOWS - OPERATING ACTIVITIES		
Increase (decrease) in net assets	\$ -	\$ -
Revenues from School Districts	31,998,824	32,454,847
Accounts Receivable	-	-
Due from School Districts	-	-
Depreciation	-	-
Grants Receivable	-	-
Due from NYS	-	-
Grant revenues	-	-
Prepaid Expenses	-	-
Accounts Payable	(34,851,610)	(30,346,747)
Accrued Expenses	-	-
Accrued Liabilities	-	-
Contributions and fund-raising activities	5,089,752	2,168,157
Miscellaneous sources	-	-
Deferred Revenue	-	-
Interest payments	(916,186)	(929,707)
Other	16,780	14,813
Other	537,497	303,708
NET CASH PROVIDED FROM OPERATING ACTIVITIES	\$ 1,875,057	\$ 3,665,071
CASH FLOWS - INVESTING ACTIVITIES		
Purchase of equipment	(381,076)	(448,180)
Other	(460,640)	(1,166,278)
NET CASH PROVIDED FROM INVESTING ACTIVITIES	\$ (841,716)	\$ (1,614,458)
CASH FLOWS - FINANCING ACTIVITIES		
Principal payments on long-term debt	(1,040,668)	(1,005,668)
Other	-	-
NET CASH PROVIDED FROM FINANCING ACTIVITIES	\$ (1,040,668)	\$ (1,005,668)
NET (DECREASE) INCREASE IN CASH AND CASH EQUIVALENTS	\$ (7,327)	\$ 1,044,945
Cash at beginning of year	-	-
CASH AND CASH EQUIVALENTS AT END OF YEAR	\$ (7,327)	\$ 1,044,945

Charter School for Applied Technologies
Statement of Functional Expenses
as of June 30

		2022							2021
	No. of Positions	Program Services				Supporting Services			
		Regular Education	Special Education	Other Education	Total	Fundraising	Management and General	Total	
Personnel Services Costs		\$	\$	\$	\$	\$	\$	\$	\$
Administrative Staff Personnel	45.95	1,294,404	95,584	101,599	1,491,587	-	1,954,981	1,954,981	3,359,583
Instructional Personnel	245.44	12,066,738	1,453,956	42,690	13,563,384	-	-	-	12,747,071
Non-Instructional Personnel	63.13	214,499	-	798,759	1,013,258	-	1,520,588	1,520,588	2,307,195
Total Salaries and Staff	354.52	13,575,641	1,549,540	943,048	16,068,229	-	3,475,569	3,475,569	18,413,849
Fringe Benefits & Payroll Taxes		4,442,549	299,020	171,792	4,913,361	-	891,341	891,341	5,484,705
Retirement		1,456,288	96,788	55,606	1,608,682	-	288,512	288,512	1,748,367
Management Company Fees		-	-	-	-	-	-	-	-
Legal Service		-	-	-	-	-	-	-	-
Accounting / Audit Services		-	-	-	-	-	-	-	-
Other Purchased / Professional / Consulting Services		282,568	276,592	91,198	650,358	-	496,640	496,640	1,043,553
Building and Land Rent / Lease		823,354	-	1,750	825,104	-	-	-	764,091
Repairs & Maintenance		3,398	-	19,831	23,229	-	54,983	54,983	105,746
Insurance		176,124	11,008	22,016	209,148	-	11,008	11,008	203,408
Utilities		396,460	24,779	49,557	470,796	-	24,779	24,779	366,260
Supplies / Materials		205,097	-	1,066,249	1,271,346	-	218,320	218,320	718,452
Equipment / Furnishings		814,959	-	34,595	849,554	-	182,879	182,879	971,418
Staff Development		63,442	-	3,595	67,037	-	16,279	16,279	63,816
Marketing / Recruitment		-	-	-	-	-	169,670	169,670	113,917
Technology		-	-	-	-	-	-	-	-
Food Service		-	-	-	-	-	-	-	-
Student Services		-	-	815,540	815,540	-	-	-	450,536
Office Expense		144,673	-	-	144,673	-	111,780	111,780	108,613
Depreciation		1,040,901	65,056	130,113	1,236,070	-	65,056	65,056	1,424,205
OTHER		867,284	44,365	125,725	1,037,374	-	860,639	860,639	1,310,278
Total Expenses		\$ 24,292,738	\$ 2,367,148	\$ 3,530,615	\$ 30,190,501	\$ -	\$ 6,867,455	\$ 6,867,455	\$ 33,291,214

**Disclosure of Financial Interest by a Current
or Former Trustee**

Trustee Name:

Joseph A. Berti

Name of Charter School Education Corporation:

Charter School for Applied Technologies

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Chair

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

☐ Yes ☒ No

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

☒ **None**

Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, check **None**.

☐ None

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
2315 Kenmore LLC	Lease a Parking lot	\$48,000 per yr	Joseph Berti	We Use a Fair Market Value for the Lease provided By a Real estate agent.

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7-7
Date

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last revised 04/2022

**Disclosure of Financial Interest by a Current
or Former Trustee**

Trustee Name:

JOHN CINQUINO

Name of Charter School Education Corporation:

Charter School for Applied Technologies

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

- BOARD MEMBER

- TREASURER

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

☐ Yes ☒ No

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

☐ **None**

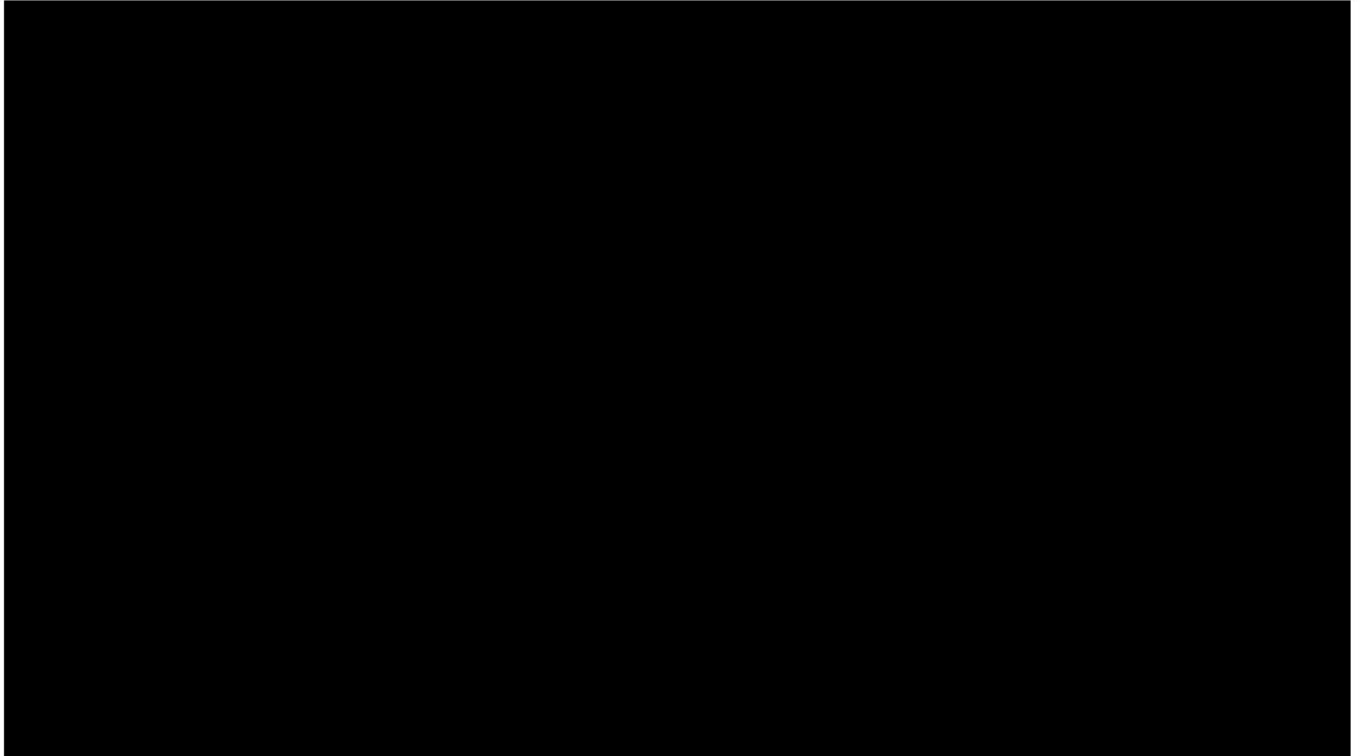
Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you


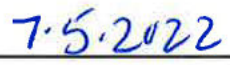
7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, check **None**.

☐ None

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
LEGAL SHIELD	VOLUNTARY BENEFIT	UNKNOWN	LORI CINQUINO (WIFE) SALES REP.	ABSTAIN FROM ANY DECISIONS REGARDING EMP. BENEFITS

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Signature **Date**

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last revised 04/2022

**Disclosure of Financial Interest by a Current
or Former Trustee**

Trustee Name:

Name of Charter School Education Corporation:

Charter School for Applied Technologies

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Member

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

☐ Yes ☒ No

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

☒ **None**

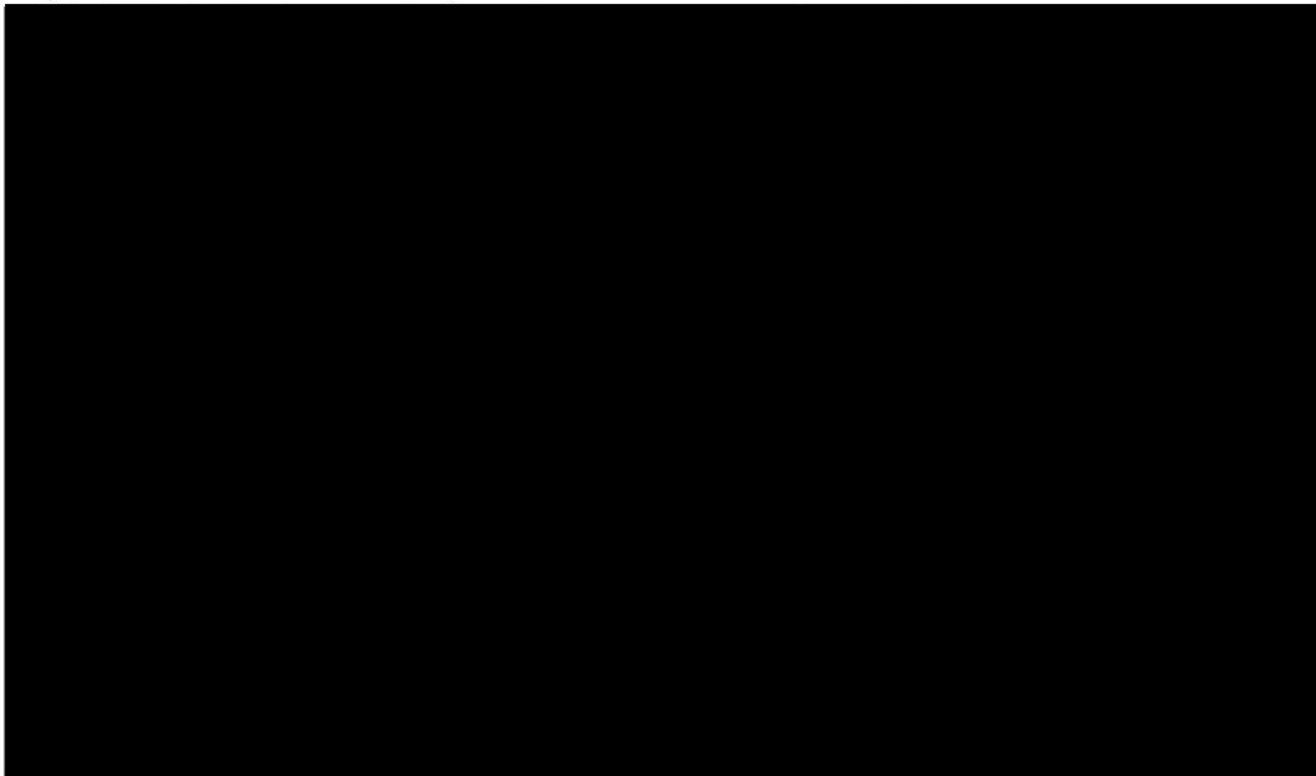
Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, check **None**.

☒ **None**

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

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Signature

Date

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last revised 04/2022

**Disclosure of Financial Interest by a Current
or Former Trustee**

Trustee Name:

Ian Donnelly

Name of Charter School Education Corporation:

Charter School for Applied Technologies

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Member in good standing

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

☐ Yes ☒ No

If Yes, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

☐ Yes ☒ No

If Yes, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

☐ Yes ☒ No

If Yes, please describe the nature of your relationship and if this person could benefit from your participation.



5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

☐ Yes ☒ No

If Yes, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.



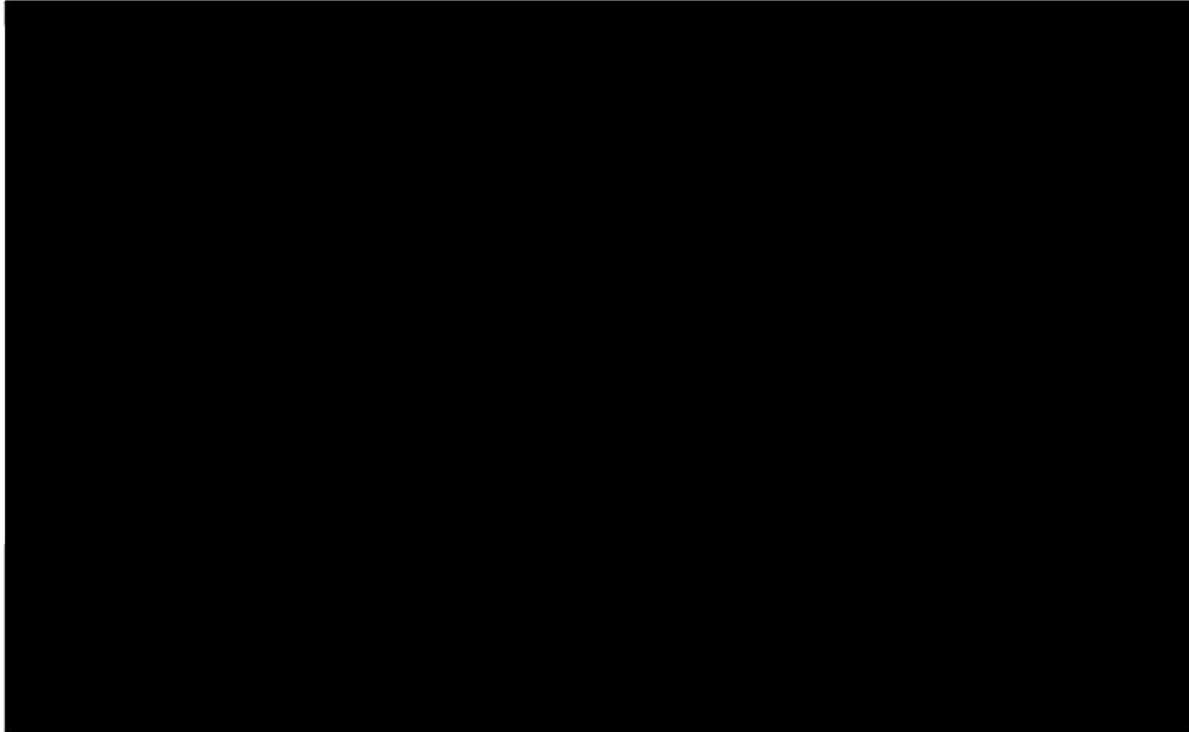
- transaction, check **None**.
-  **None**

7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, check **None**.

☒ **None**

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

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A handwritten signature in blue ink, consisting of several loops and a trailing line.

Signature

A handwritten date in blue ink: 7/13/22.

Date

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last revised 04/2022

**Disclosure of Financial Interest by a Current
or Former Trustee**

Trustee Name:

MICHAEL A. KELLER

Name of Charter School Education Corporation:

Charter School for Applied Technologies

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

TRUSTEE

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

☐ Yes ☒ No

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

☒ **None**

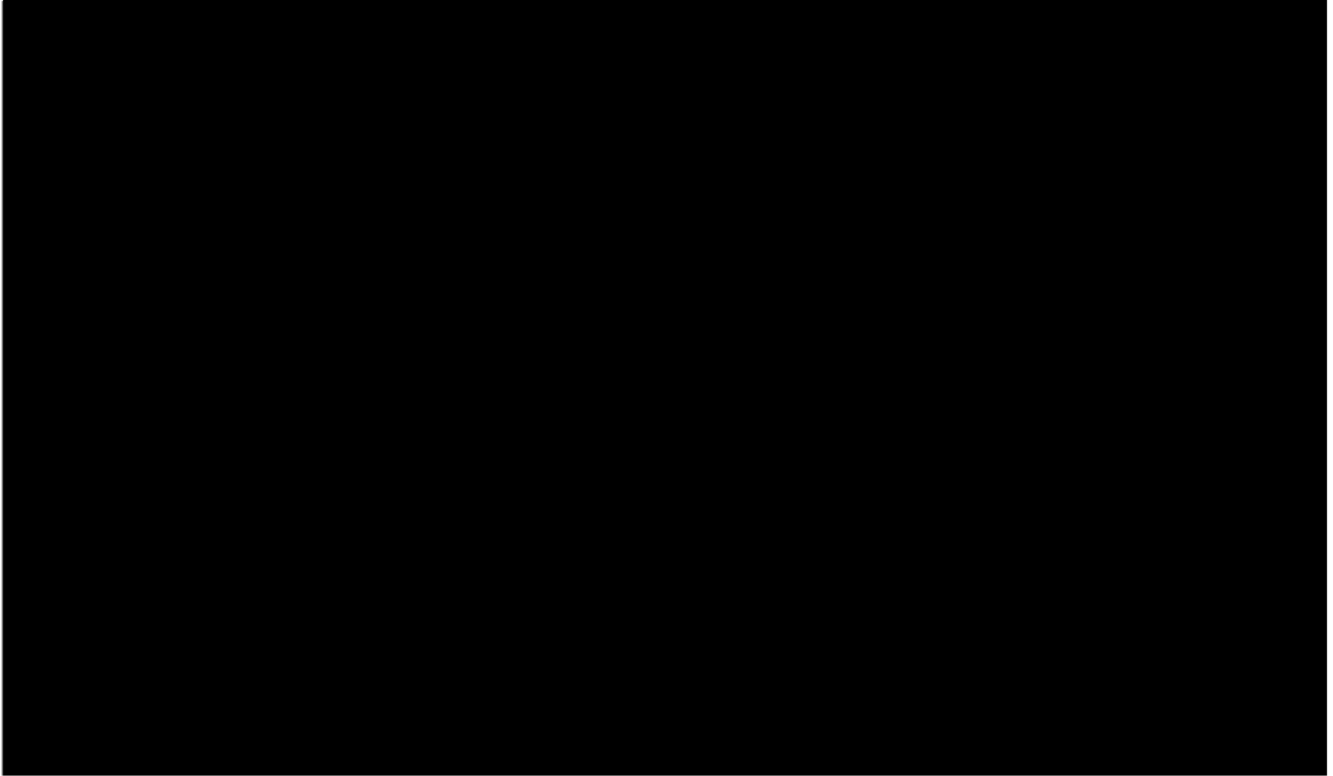
Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, check **None**.

☒ **None**

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

This document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. The personal contact information provided below will be redacted.



Chris Keller

7/7/2022

Signature

Date

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last revised 04/2022

Disclosure of Financial Interest by a Current or Former Trustee
--

Trustee Name:

Steve Kottakis

Name of Charter School Education Corporation:

Charter School for Applied Technologies

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Board member, head of Career Readiness subcommittee

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

☐ Yes ☒ No

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

☒ **None**

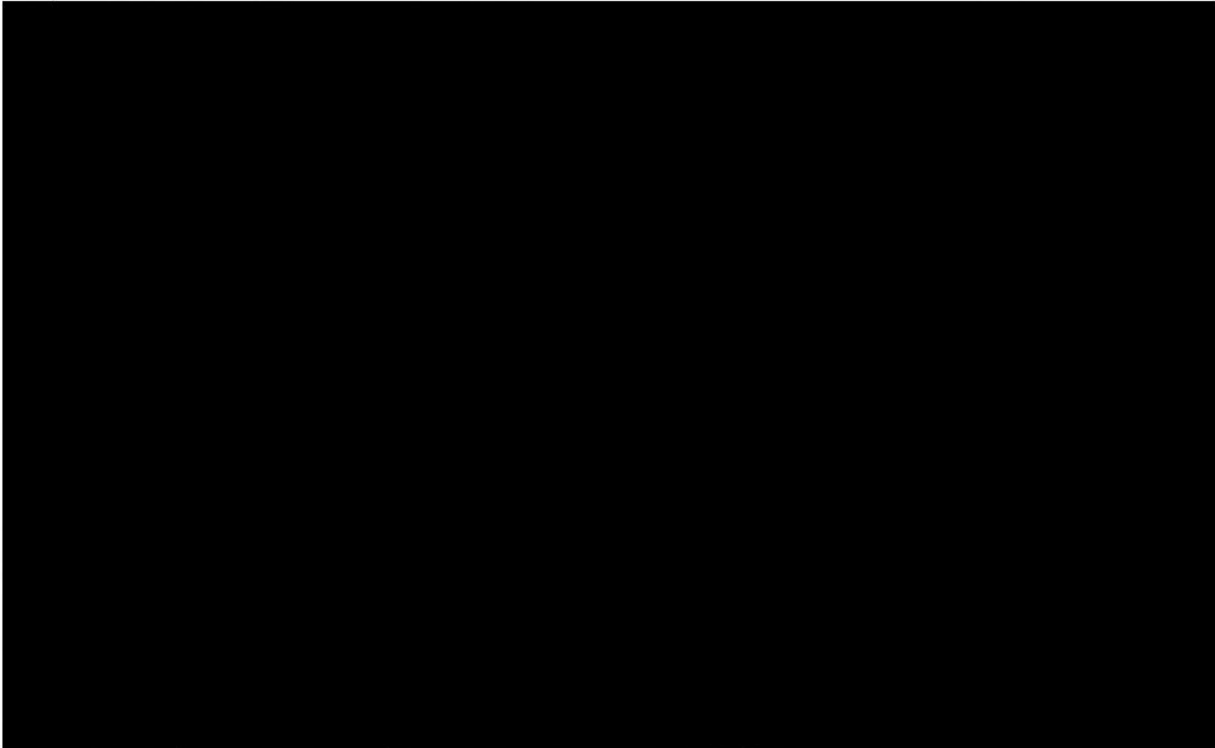
Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, check **None**.

☒ **None**

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

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Handwritten signature of Steve Kottakis.

07/08/2022

Signature

Date

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last revised 04/2022

Disclosure of Financial Interest by a Current or Former Trustee
--

Trustee Name:

Andrea Pasioka

Name of Charter School Education Corporation:

Charter School for Applied Technologies

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

chair of Quality Assurance Committee
secretary

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

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☐ Yes ☒ No

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

☒ **None**

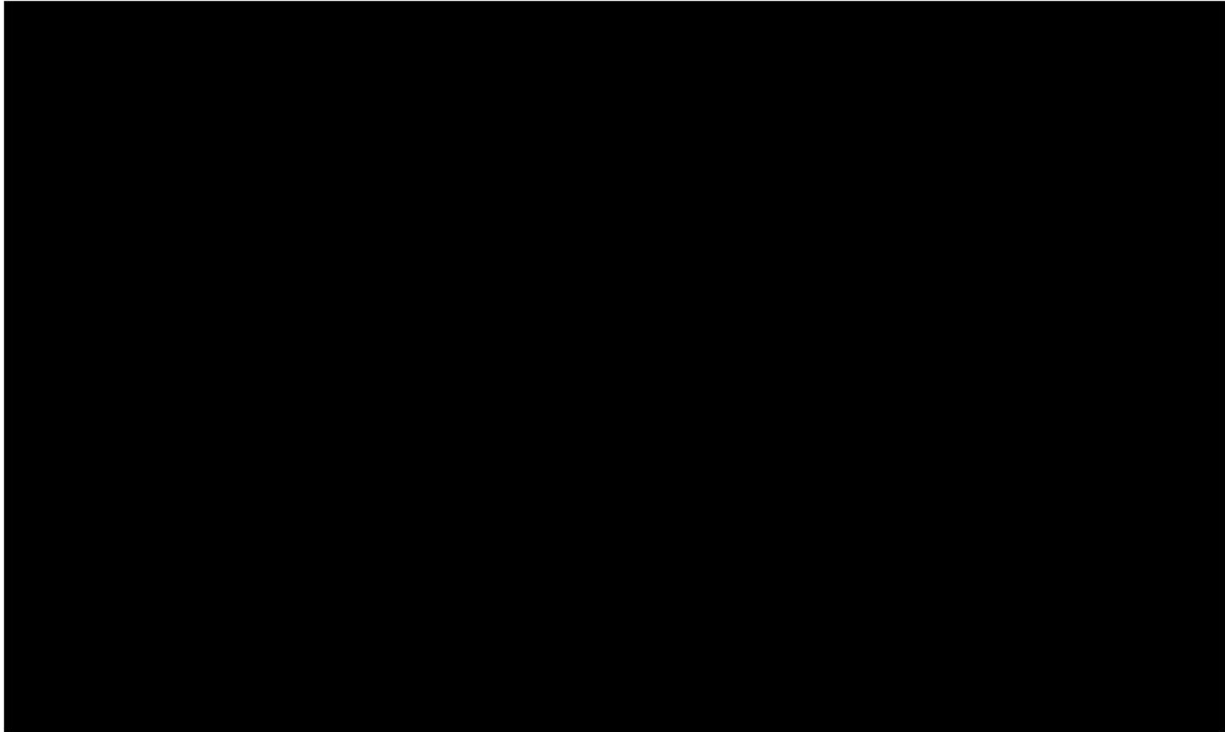
Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, check **None**.

☐ **None**

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
Independent Health	Health Insurance Carrier	\$4.5M	Andrea Pasieka; Oversees the premium rates developed for health insurance plans offered	Do not participate in discussions & decisions regarding health insurance

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7/7/2022

Signature

Date

Acceptable signature formats include:

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last revised 04/2022

Disclosure of Financial Interest by a Current or Former Trustee
--

Trustee Name:

Andrea Pasieka

Name of Charter School Education Corporation:

Charter School for Applied Technologies

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

chair of Quality Assurance Committee
secretary

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

☐ **Yes** ☐ **No**

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

☐ **Yes** ☐ **No**

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

☐ **Yes** ☐ **No**

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

☐ **Yes** ☐ **No**

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

☒ **None**

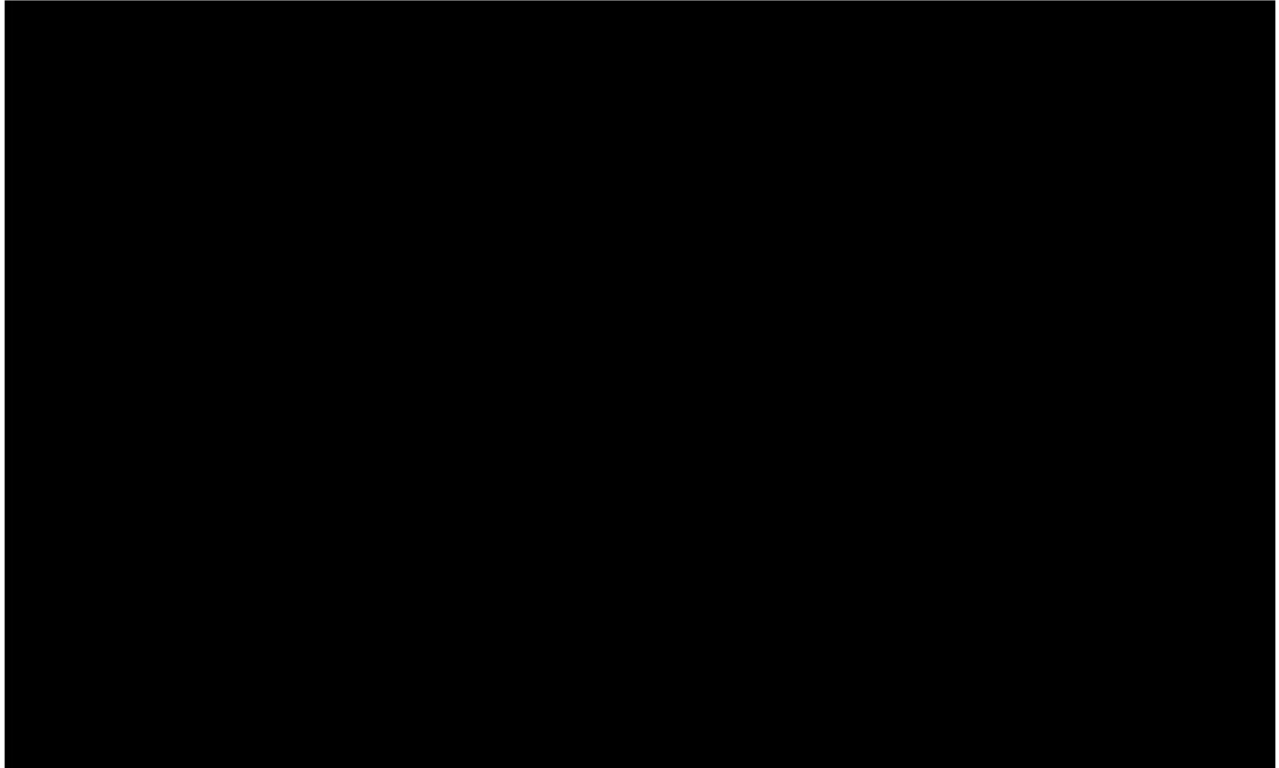
Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, check **None**.

☐ **None**

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
Independent Health	Health Insurance Carrier	\$4.5M	Andrea Pasioka; Oversees the premium rates developed for health insurance plans offered	Do not participate in discussions & decisions regarding health insurance

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7/7/2022

Signature

Date

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last revised 04/2022

Disclosure of Financial Interest by a Current or Former Trustee
--

Trustee Name:

Lisa L. Smith

Name of Charter School Education Corporation:

Charter School for Applied Technologies

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Vice President

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

☐ Yes ☒ No

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

☒ **None**

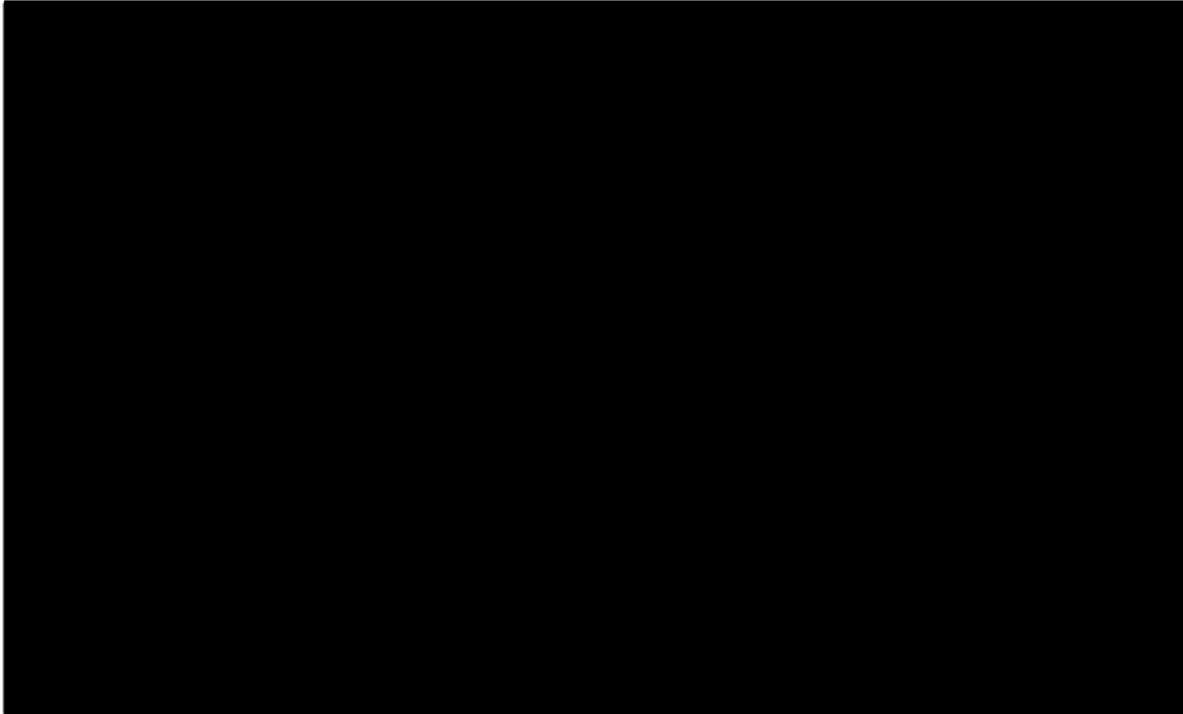
Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, check **None**.

☐ **None**

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
Phillips Lytle LLP	Legal advice	Less than \$200K	Lisa Smith (partnership interest in Phillips Lytle LLP)	Legal advice was rendered regarding one transaction in 2018, and the trustee had no financial interest in the transaction. There has been no further legal advice rendered by Phillips Lytle.

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Lisa L. Smith July 8, 2022
Signature Date

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Disclosure of Financial Interest by a Current or Former Trustee
--

Trustee Name:

Andrea Pasieka

Name of Charter School Education Corporation:

Charter School for Applied Technologies

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

chair of Quality Assurance Committee
secretary

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

☐ Yes ☒ No

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

☒ **None**

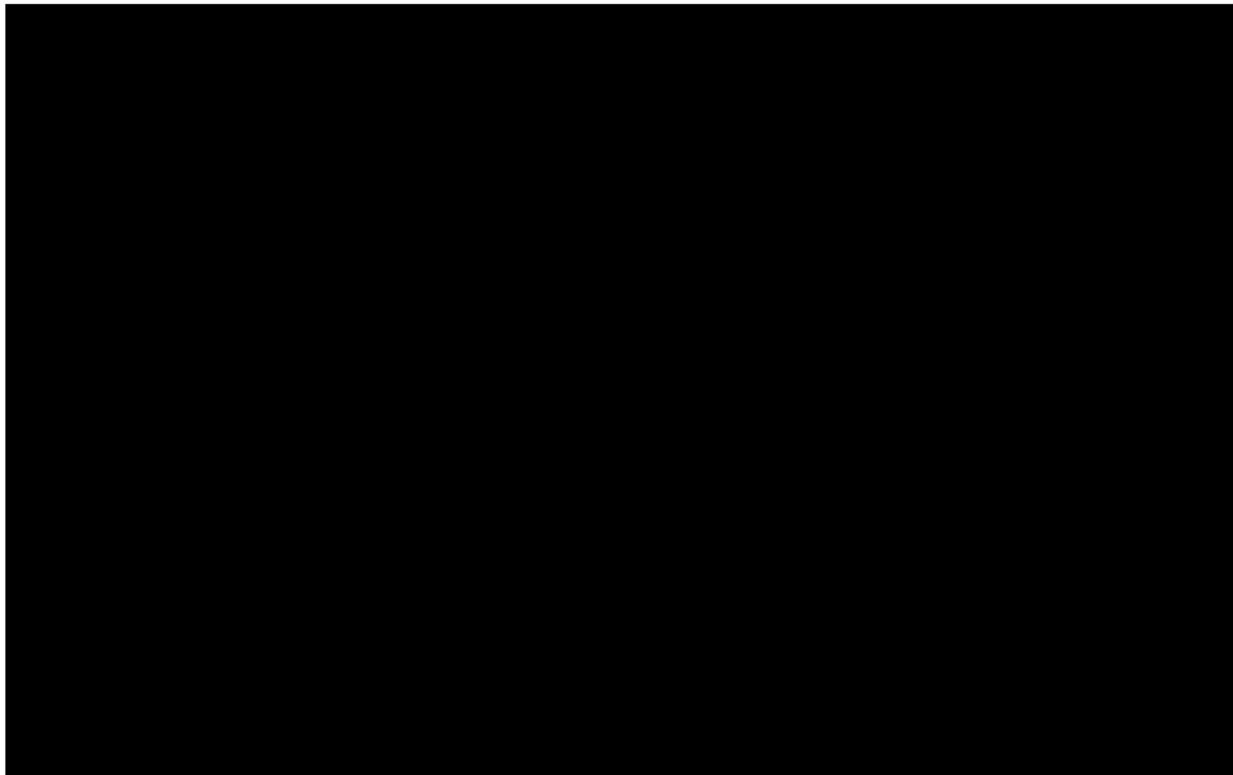
Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

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☐ **None**

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
Independent Health	Health Insurance Carrier	\$4.5M	Andrea Pasieka; Oversees the premium rates developed for health insurance plans offered	Do not participate in discussions & decisions regarding health insurance

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Andrea C Pasieka

Handwritten signature of Andrea C Pasieka in black ink.

7/7/2022

Signature

Date

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**Disclosure of Financial Interest by a Current
or Former Trustee**

Trustee Name:

Danielle Salasavage

Name of Charter School Education Corporation:

Charter School for Applied Technologies

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Parent Trustee

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

☒ Yes ☐ No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

Parent of current student

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

☒ Yes ☐ No

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

Food Pantry
Salary unknown
Feb 2017-May 2017

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

☒ **None**

Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, check **None**.

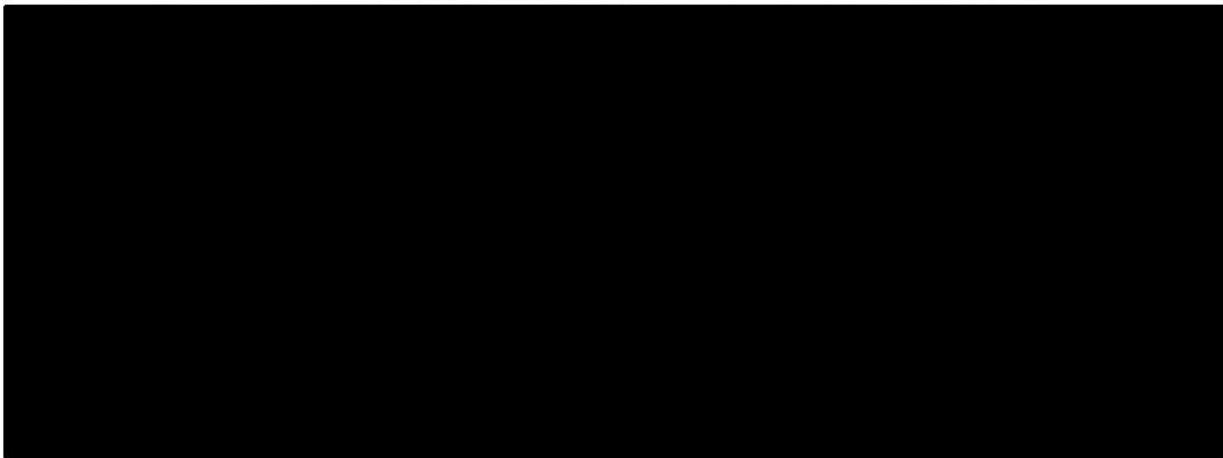
☒ **None**

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

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Business Telephone:

Business Address:



Danielle Salasavage

Digitally signed by Danielle
Salasavage
Date: 2022.07.08 12:50:16 -04'00'

Signature

Date

Acceptable signature formats include:

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- Print form, manually sign, scan to PDF

last revised 04/2022

**Disclosure of Financial Interest by a Current
or Former Trustee**

Trustee Name:

JOHN CINQUINO

Name of Charter School Education Corporation:

Charter School for Applied Technologies

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

- BOARD MEMBER

- TREASURER

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

☐ Yes ☒ No

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.



None

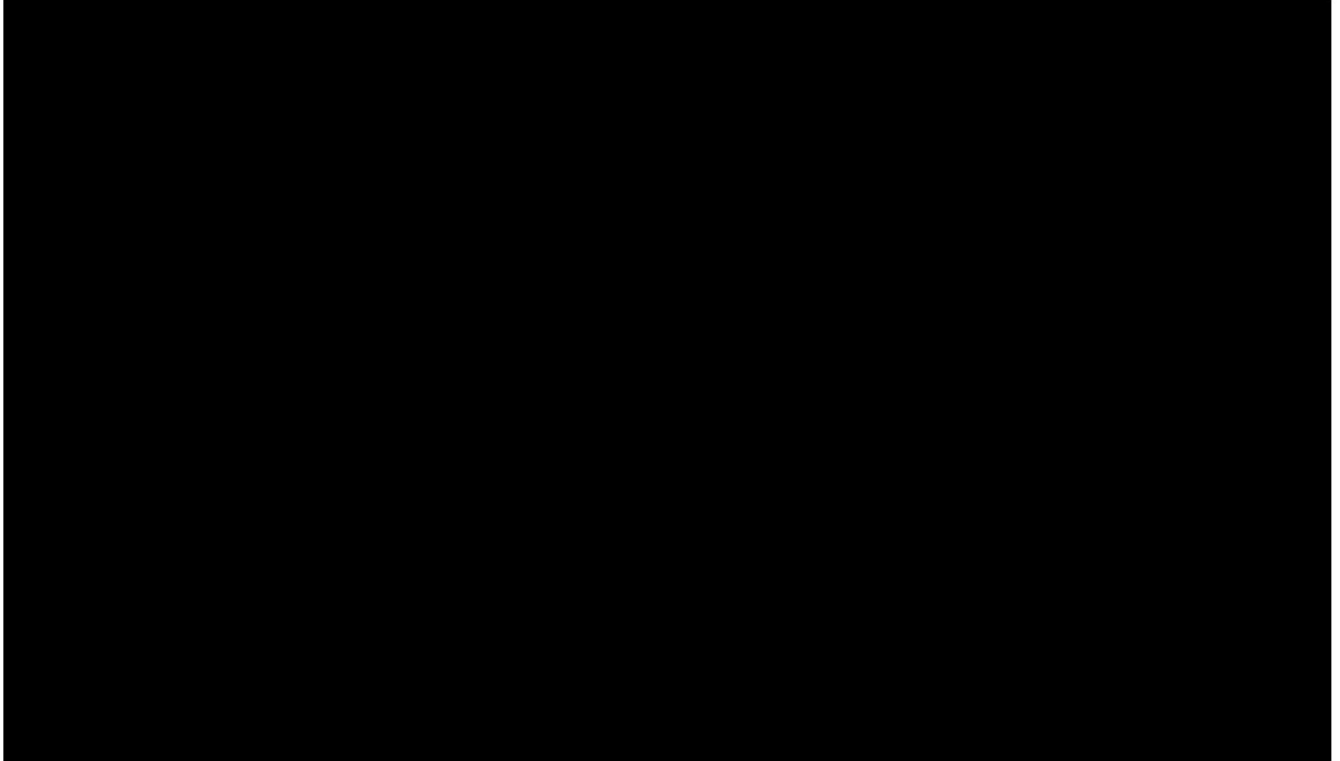
Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

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☐ None

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
LEGAL SHIELD	VOLUNTARY BENEFIT	UNKNOWN	LORI CINQUINO (WIFE) SALES REP.	ABSTAIN FROM ANY DECISIONS REGARDING EMP. BENEFITS

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	<u>7.5.2022</u>
Signature	Date

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last revised 04/2022

Charter School for Applied Technologies
317 Vulcan Street, Buffalo, New York 14207
BOARD OF TRUSTEES MEETING 6/22/2021

MINUTES

BOARD MEMBERS PRESENT: In person, David Quackenbush, Michael Keller, John Cinquino, Joseph Berti, Ian Donnelly, Andrea Pasioka, Steven Kottakis, Kevin Cornacchio **Via Teleconference:** Karen Kelley

UNABLE TO ATTEND: Lisa Smith, Kenneth Robinson, Michael Stevens, Danielle Salasavage

OTHERS PRESENT: In person: Andrew Lyle, Garrick Loveria, Tanya Moore, Robert Shannon, Susan Jurewicz, Anthony Favata, Ann Morgante, Brett Lutterbein, Thomas Sullivan, Keith Banas, Daniel Scholze **Via Teleconference:** Nicole Killian

MINUTES

Motion to approve the June 8, 2021 Minutes, including permanent committee reports and those submitted under ad hoc committee, made by Mrs. Kelley, seconded by Mr. Quackenbush. Minutes approved.

PUBLIC COMMENTS

None

PRESENTATION

None

ADMINISTRATIVE REPORTS

Cabinet Report- Mr. Lyle announced that the application for the ESSER 2 Funds is complete and will be submitted prior to the June 30, 2021 due date. David Frank at SED was very impressed with the launch of the ECCP Program and will share details of the program with the Board of Regents. As the new school year approaches, we are now reviewing our bus contracts. The bill we received from STA was higher than expected and with the reduction in bus runs, an adjustment is warranted. We will contact STA to remedy this. We have made contact with First Student with our new times; arrival @7:45am and dismissal by 4pm. They indicated that this will not be a problem. We will monitor that to ensure they keep their commitment.

Officer Nominations-Mr. Quackenbush informed the Board that there are two officer openings for next year, President and Vice-President. The nominees are:

President: Joseph Berti

Vice President: Lisa Smith

A motion to accept the nominations was made by Mr. Keller, seconded by Mr. Cinquino. Motion approved.

Formal approval of the nominations will take place at the August meeting. Mrs. Kelley reminded the Board that she is stepping down as Board Secretary, so that position will also need to be filled.

PERMANENT BOARD COMMITTEE

Career Readiness-Mr. Lutterbein gave an overview on ECCP and Program Evaluation. In a series of slides, Mr. Lutterbein's highlights included:

*CSAT is the only school to have such a program like ECCP, which provides universal access to college courses that align with our four Pathways (PLTW & Advanced Manufacturing, Arts & Communications, Business & Technology, Health & Human Services)

*Unique Features of the program include:

- Summer Bridge Program
- Dual Enrollment
- On-Campus courses at Buffalo State & SUNY Erie
- Field Trips, Speaker Series, Job Shadows
- Internships

*Career Readiness measurement standards will include:

- Professional Development
- Career Exposure
- Credit Bearing Coursework
- Participation in Community

*Short Term Goals include:

- Launch of ECCP in 2021-2022 school year
- Seek feedback from Board, Administration, teachers
- Begin data collection with 9th graders
- Determine meaningful weights for standards

*Long term goals include:

- Use data points to create career readiness measure for program evaluation
- Create effective way of communicating program to students
- Develop K-12 alignment of career readiness standards
- Ensure all students graduate from CSAT prepared for family-sustaining careers

AD HOC COMMITTEES

Negotiations- Mrs. Kelley announced that an agreement has been reached with the teachers for a three-year contract. Mr. Banas, union president, said that the teachers have ratified that contract.

Appeals- No report

OLD BUSINESS

Superintendent Evaluation-Mr. Quackenbush reminded the Board that we have employed the services of Super Eval, an organization that evaluates the Superintendent and Board members. The Board will be sent an email shortly from Super Eval regarding the evaluation process.

NEW BUSINESS

Enrollment-Mr. Loveria reported the current enrollment stands at 2360, which is above the budgeted number. The enrollment numbers look good for next year.

Personnel-Mr. Lyle reviewed the personnel report which listed several new hires which were COVID related, a few positions changes and resignations. Although the resignations list is long, it is not out of the ordinary at this time of year. The employees left for a number of reasons; looking for shorter days, moving away, etc. Most of the exit interviews were positive.

A motion to accept the Enrollment and Personnel report made by Mr. Keller, seconded by Mr. Cinquino. Motion approved.

Farewells- Two members of the Board are stepping down after this meeting, Mr. David Quackenbush and Mrs. Karen Kelley. Both have served the Board since CSAT's inception in 2001.

Mrs. Kelley- Mr. Quackenbush noted that Mrs. Kelley, a central New York native, joined the Board shortly after its founding. Karen has always been one to speak her mind. She is also a very analytical person, which served the Board well, especially when it was decided we would leave the Edison Schools network and become a stand-alone charter school. Her knowledge of educational issues was evident as well as her work in appeals and negotiations. We will miss her and thank Karen Kelley for her years of service to CSAT.

Mr. Quackenbush-Mr. Cinquino noted that David Quackenbush was one of the founders of CSAT along with Fred Saia, Rob Mikulec, Mike Keller and myself. David was instrumental in our years of growth as a charter school. CSAT faced so many obstacles during the past 20 years, but we were always able to overcome them with David's vision of what the school had to offer. His relationship with key stakeholders in the community

have been indispensable. Class & Character epitomize David Quackenbush. We will miss him on the Board but we are glad he will remain involved with the Foundation.

A motion to adjourn the meeting @6pm was made by Mr. Cinquino, seconded by Mr. Donnelly. Motion approved.

Next Meeting: August 10, 2021 @ 4:30pm

Charter School for Applied Technologies
317 Vulcan Street, Buffalo, New York 14207
BOARD OF TRUSTEES MEETING 8/10/2021

MINUTES

BOARD MEMBERS PRESENT: **In person,** Michael Keller, John Cinquino, Kevin Cornacchio **Via Teleconference:** Joseph Berti, Lisa Smith, Andrea Pasioka, Ian Donnelly

UNABLE TO ATTEND: Kenneth Robinson, Michael Stevens, Danielle Salasavage, Steven Kottakis

OTHERS PRESENT: **In person:** Andrew Lyle, Garrick Loveria, Tanya Moore, Robert Shannon, Ann Morgante, Brett Lutterbein, Jared Lincourt, Meghan Mercurio, Thomas Sullivan **Via Teleconference:** Anthony Favata, Nicole Killian, Dara Seeley

MINUTES

Motion to approve the June 22 ,2021 Minutes, including permanent committee reports and those submitted under ad hoc committee, made by Mr. Cinquino, seconded by Mr. Keller. Minutes approved.

PUBLIC COMMENTS

None

PRESENTATION

None

ANNUAL MEETING BUSINESS- Mr. Loveria presented the following as per the Annual Meeting Business for the 2021-2022 school year.

Ratification/Confirmation of Trustee Terms: John Cinquino's term will now expire on Sept. 9, 2024. A Motion to accept the new term for Mr. Cinquino was made by Mr. Keller, seconded by Mr. Cornacchio. Motion approved.

Election of Officers: Mr. Loveria presented the following individuals for election as Board officers: President: Joseph Berti. A motion to accept the nomination of Joseph Berti as presented made by Mr. Cinquino, seconded by Mr. Keller. Motion approved. Vice-President: Lisa Smith. A motion to accept the nomination of Lisa Smith as Vice-President was made by Mr. Berti, seconded by Mr. Keller. Motion approved.

Treasurer: John Cinquino. A motion to accept the nomination of John Cinquino as Treasurer was made by Mr. Berti, seconded by Mrs. Pasioka. Motion approved.
Secretary: Andrea Pasioka. A motion to accept the nomination of Andrea Pasioka as Secretary was made by Mr. Cinquino, seconded by Mr. Berti. Motion approved.

Committee Assignments: Mr. Loveria referenced pages 9 & 10 of the Board packet regarding tentative committee assignments for Board Members. If any changes are needed, please notify Mr. Berti and Mr. Loveria.

By-Laws/Open Meetings Law: Mr. Loveria asked that the Board members to review the By-Laws and Open Meetings Law at their earliest convenience.

ADMINISTRATIVE REPORTS

Cabinet Report- Mr. Lyle introduced the new high school assistant principal, Meghan Mercurio. Mr. Lyle reports that currently, the state is not providing specific guidance for reopening. Erie County has asked local superintendents to provide suggestions for them to consider. At CSAT, the plan is to open full in-person learning. There is no remote option. Busing will be an issue, mainly for afternoon dismissal because of a shortage of drivers. As for COVID testing, CSAT is not participating as a public site but may consider student and staff testing if needed. As you can see from the lengthy personnel report, there are a number of new hires. Teachers are in great demand. Many of those who left went to districts because of shorter school day and school year. The majority of the exit interviews were positive.

Principals Report

K-5: No Report

6-8: Mr. Lincourt and Mr. Favata mentioned that a priority for the new school year will be more time for intervention. The hiring process is on-going. There have been a number of very good candidate interviews so far.

9-12: Ms. Morgante indicated that the hiring process in the High School is also going well, with several positions still to be filled. The high school will be focusing on social/emotional issues. The ECCP program is going well. There are 46 students in the first group at Buffalo State.

PERMANENT BOARD COMMITTEE

Finance- Mr. Cinquino reports that the finance office is working on concluding year end totals. There are likely to be savings because of fewer students in the building. This will be helpful to help offset costs of new contract. We do anticipate a positive outcome for the year. We will provide more specifics at the next Board meeting.

AD HOC COMMITTEES

Appeals- No report

OLD BUSINESS

Superintendent Evaluation-Mr. Berti reminded the members to complete their evaluation. We have utilized Super Eval for this and will continue for the upcoming school year. Mr. Lyle said that he will send a survey to all Board members to consider a date to hold a retreat and to establish goals/objectives for both himself and Board.

NEW BUSINESS

Mask Protocol- A discussion on this will take place in Executive Session.

Annual Policy Affirmations

Code of Conduct- Mr. Loveria referenced page 12 with updates to the Code of Conduct. A motion to accept the changes to Code of Conduct made by Mr. Berti, seconded by Mr. Keller. Motion approved.

District Wide Safety Plan- Members are asked to review the plan located on the school web site. A formal vote will take place at the September Board meeting.

Policy Revisions for Consideration

Civil Rights-Mr. Loveria referenced pages 13-23. Members are asked to review those pages. A formal vote will take place at the September Board meeting.

Therapy Dog-Mr. Loveria reference pages 24-26 which contains language on standards and procedures for therapy dogs. The school requests that an addition to the procedures be made for insurance which covers dogs that are taken to the place of employment. The cost is \$1000 per year to be paid by the school.

A motion for the school to cover the cost of the insurance was made by Mr. Keller, seconded by Mr. Cinquino. Motion approved.

Enrollment-Mr. Loveria reports that enrollment as of August 8 is 2417, which is 52 over the maximum number. He indicated that the number will likely be lower in the next few weeks.

Personnel-Mr. Lyle reviewed the personnel report which as he indicated earlier in the meeting is quite lengthy. There are several new hires, some of which were hired using ESSER funds. They will be primarily AIS teachers who will work to close the learning gap for some of our students. Mr. Lyle reports that the exit interviews indicate that the reasons for teacher leaving include time constraints and moving closer to their homes. Money was not an issue. The teaching profession has been hard hit by COVID, with many experiencing burnt-out. We continue to actively recruit, with diversity being a major focus.

A motion to accept the Enrollment and Personnel report made by Mr. Keller, seconded by Mr. Cinquino. Motion approved.

A motion to adjourn to Executive Session @5:35pm was made by Mr. Cinquino, seconded by Mr. Keller. Motion approved. No action requiring Board vote arose. A motion to adjourn the regular meeting at 5:55pm was made by Mrs. Smith, seconded by Mr. Cinquino. Motion approved.

Next Meeting: September 14, 2021 @ 4:30pm

Charter School for Applied Technologies
317 Vulcan Street, Buffalo, New York 14207
BOARD OF TRUSTEES MEETING 9/14/2021

MINUTES

BOARD MEMBERS PRESENT: In person, Joseph Berti, Michael Keller, John Cinquino, Kevin Cornacchio, Ian Donnelly, Michael Stevens, Danielle Salasavage, Steven Kottakis **Via Teleconference:** Lisa Smith, Andrea Pasieka

UNABLE TO ATTEND: Kenneth Robinson

OTHERS PRESENT: In person: Andrew Lyle, Garrick Loveria, Tanya Moore, Robert Shannon, Ann Morgante, Brett Lutterbein, Anthony Favata, Jared Lincourt, Nadine Williamson, Susan Jurewicz, Meghan Mercurio, Daniel Scholze **Via Teleconference:** Thomas Sullivan

MINUTES

Motion to approve the August 10, 2021 Minutes, including permanent committee reports and those submitted under ad hoc committee, made by Mrs. Salasavage, seconded by Mr. Keller. Minutes approved.

PUBLIC COMMENTS

None

PRESENTATION

None

ADMINISTRATIVE REPORTS

Cabinet Report- Mr. Lyle addressed the protocols currently in place regarding COVID 19 as required by both NYS and ECDOH. He is happy to report that CSAT announced its protocols in advance of those issued by Erie County and we were in full compliance. The state and county are putting an emphasis on tracking of student COVID cases which requires a daily report to both state and county. The Board retreat with Super Eval went well today. The busing issue continues to be a problem for K-8. First Student is dealing with a driver shortage, which is resulting in late arrival and departure times, drivers who return to terminal and leave students at schools, and irate parents. The district buses for the most part are good, especially Kenmore. The parents do have access to the First Student bus app, but that is not working very well. We will continue to monitor and

track our busing situation as per our contract with First Student and meet with Buffalo if needed as the year goes on if we see no improvement in service.

Principals Report

K-5: No Report, Mrs. Jurewicz is dealing with a student issue

6-8: Mr. Favata reports that other than the busing situation, the start of the year has gone well. The teachers and staff have been terrific is helping our students re-acclimate themselves to school and the expectations that we hope to see. The summer program went well as has the early participation in iReady.

9-12: Ms. Morgante states that all is well at the High School and the students are happy to be back. We are having an issue with dismissal time and the traffic backup on Kenmore Avenue. Our students trying to cross over Kenmore and the lack of sidewalks is a safety concern that we are addressing. Mr. Lutterbein gave a brief update on ECCP program. There were 46 students who participated in Summer Bridge program on Buffalo State campus. They achieved a 95 % attendance rate with 25% perfect attendance. The grades were as follows: 16 received an A, 18 received a B and 12 a C or below. Those receiving a C or C- did receive course credit. The Buffalo students who were in Summer Bridge were also enrolled in the Mayor's Summer Youth Program, which paid them while they attended ECCP. CSAT is the only school that we know of that offers this type of comprehensive college and career program.

PERMANENT BOARD COMMITTEE

Quality Assurance-Mrs. Pasieka gave an overview of the recent QA meeting:

- *Proficiency levels dropped @25%, mainly due to COVID. We are addressing this with the help of additional staff in intervention to work on learning gaps. The use of ESSER funds will help to pay for the new staff positions.

- *The summer school partnership with UB was very promising. We have continued this partnership to train our staff in implementing the Differentiated Reading Instruction program for those 2 or more grades levels below proficiency. Summer attendance in K-5 was @75%.

- * The summer school program at our High School was successful. Of those that attended, 84% received course credit. Kudos to the High School on a great start with ECCP. In addition, the introduction of block scheduling allows them to focus on writing and critical thinking skills.

- * NYS has changed the protocols for attendance. All absences whether excused or unexcused will be considered absent. This effects students with medical/COVID related absences. The state has set minimum attendance at 90%; currently CSAT is at @89%.

- *Mr. Stevens asked about iReady sharing national norms during COVID. Mr. Favata answered they do show data but most of the data does reveal significant gaps nationally. Mrs. Williamson mentioned that NYS does show data for all districts, though they do not categorize them by urban, suburban, rural, etc...CSAT is down from other schools. It does show CSAT is lower in math than reading. Mrs. Williamson said that we are focusing on iReady stretch goal for students. iReady sets this for every student on math and reading placement with a stretch goal of 1 1/2 years.

*Mr. Berti inquired as to whether CSAT holds students back a grade. Mr. Lyle said we do hold back students; in most cases it occurs in Kindergarten. In other grades, there are certain capstone years and holding back a student does have a detrimental effect on their self-esteem. We work diligently to avoid that after Kindergarten.

AD HOC COMMITTEES

Appeals- No report

Facilities- More information regarding the High School crosswalk at the next Board meeting.

OLD BUSINESS

Superintendent Evaluation-Mr. Berti mentioned that all Board members attended today's retreat with Super Eval. The retreat went well and helped us a great deal. We will continue to partner with Super Eval to keep us on track, as well as assist us in mid-year evaluation of Superintendent and Board.

Policy- Mr. Loveria briefly reviewed the updated policies on **District Safety & Civil Rights** that were submitted to the Board for review at the August meeting. As there were no issues raised with either, separate votes on both policies were taken.

A motion to accept the updated **District Safety Plan** was made by Mr. Keller, seconded by Mr. Stevens. Motion approved.

A motion to accept the updated **Civil Rights** Policy was made by Mr. Donnelly, seconded by Mrs. Salasavage. Motion approved.

NEW BUSINESS

PAC Reboot- Mrs. Salasavage provided the Board with a brief overview on the work that the PTO had undertaken in the past. The organization has been inactive of late but unfortunately a separate group of individuals began a Parent Facebook page that has no official affiliation with CSAT. The site is filled with misinformation and leads to rumors and confusion. In order to rectify this, a new Parent Advisory Council is being formed which will have its own Facebook page that will accurately portray what is taking place at the school. Mrs. Salasavage will work with CSAT to make sure it is for CSAT parents only and not others who wish to post misinformation.

Policy Receipt-Mr. Loveria referenced pages 20-38 of the Board packet regarding **Title XI and Sex Discrimination** Policy. He asked that the members review the information and be prepared to vote at the October meeting.

Policy- Mr. Shannon referenced pages 39-44 regarding updates to the **Computer and Network Use Agreement**. The changes in red are to be deleted and new language is in blue. There are no significant changes from the current policy as the updates are primarily intended for new hires. All current employees have read and agreed to the policy.

A motion to approve the updated **Computer and Network Use Agreement** was made by Mr. Donnelly, seconded by Mr. Berti. Motion approved.

Enrollment-Mr. Loveria reports that enrollment is currently at 2326, which is under the budgeted number. We are scheduled to enroll another 39 students from the waiting list in the next few weeks. The numbers for first grade are low with no waiting list. Most schools are seeing similar numbers for first grade. The school will continue to advertise openings for that grade. Our efforts in the next few months will be on branding and after the first of the year we will concentrate on recruitment. We are making special efforts with day care centers on Kindergarten recruitment. Mr. Lyle mentioned that the busing issue has increased parent interest in charter schools that are closer to their homes. The concept of neighborhood schools is a positive thing for parents.

Personnel-Mr. Lyle reviewed the personnel report which contained several new hires in teaching staff, cafeteria and new substitutes. As for those listed as resignations, most of them decided to go to districts because of the shorter school year and day. Other than that, the rest of the report is self-explanatory.

A motion to accept the Enrollment and Personnel report made by Mr. Cornacchio, seconded by Mr. Kottakis. Motion approved.

A motion to adjourn the regular meeting at 5:55pm was made by Mr. Cinquino, seconded by Mr. Donnelly. Motion approved.

Next Meeting: October 12, 2021 @ 4:30pm

Charter School for Applied Technologies
317 Vulcan Street, Buffalo, New York 14207
BOARD OF TRUSTEES MEETING 10/12/2021

MINUTES

BOARD MEMBERS PRESENT: In person, Joseph Berti, Michael Keller, Ian Donnelly, Michael Stevens, Danielle Salasavage **Via Teleconference:** Lisa Smith, Andrea Pasioka, John Cinquino, Kevin Cornacchio

UNABLE TO ATTEND: Kenneth Robinson, Steven Kottakis

OTHERS PRESENT: In person: Andrew Lyle, Garrick Loveria, Tanya Moore, Robert Shannon, Ann Morgante, Brett Lutterbein, Anthony Favata, Jared Lincourt, Nadine Williamson, Meghan Mercurio, Dara Seeley, Keith Banas, Daniel Scholze **Via Teleconference:** Thomas Sullivan, Nicole Killion

MINUTES

Motion to approve the September 14, 2021 Minutes, including permanent committee reports and those submitted under ad hoc committee, made by Mr. Stevens, seconded by Mr. Cinquino. Minutes approved.

PUBLIC COMMENTS

None

PRESENTATION

None

ADMINISTRATIVE REPORTS

Cabinet Report- Mr. Lyle will be posting more information on the Board Team site so that members can easily access such items as reports, bylaws and other pertinent information.

Mr. David Frank, Director of NYS Charter School Office, will be moving to the Office of Educational Policy as Chief of Staff. He will however continue to be of service to Charter Schools.

The school will be introducing a New Board Member Orientation to assist members to become more familiar with the school prior to the start of their term.

Thanks to the efforts of Board Member Michael Stevens, we have welcomed seven City Year interns to the High School. They will assist students and teachers, especially in the area of social/emotional well-being.

We are dealing with a number of COVID related issues, primarily staffing. We have students who are out due to quarantine, but also teachers and staff who are also under quarantine or their own children are out of school and need to be supervised at home. In the event we reach 20% of teachers out, we would likely have to close individual buildings. We have reached out to area colleges to see if they could assist with undergraduate seniors who could possibly sub. The Middle School will be down 9 staff tomorrow. The intervention teachers will sub that day. This adversely affects our intervention instruction. We can use all the help we can get. CSAT is not alone in addressing this problem. We will also begin surveillance testing.

Principals Report

Mr. Lyle stated that for all future Principal Reports, one Principal will be reporting on behalf of K-12. Ms. Morgante will report today.

Ms. Morgante indicated that the Principals are meeting regularly with the curriculum coordinators to share best practices to ensure a comprehensive K-12 system of delivering instruction at CSAT.

Following up on Mr. Lyle's report, we are not using the resources we have in place with the addition of intervention teachers due to COVID and the quarantine issues with staff. Those intervention teachers are now subbing, and students are missing out on valuable instruction time. In addition, we are dealing with a higher than usual absentee rate among students. When students have to quarantine for 10 days or stay home and watch younger family members, it poses a big problem. We are starting home visitations this Friday for those who have multiple absences. We need to address the staffing issue and we welcome all suggestions.

Mr. Berti asked how the Board can assist with this. Ms. Morgante said that the school has tried to recruit subs but there are not enough available right now. We have contacted colleges to help and have used our City Year interns. She suggested Board members put the word out about subbing opportunities.

A Board member inquired about teachers out on quarantine if they could teach remotely. Mr. Lyle said that is not likely since we need to follow HR rules on those out on sick time.

Mrs. Pasioka wondered if teachers could record lessons so students who are out could receive instruction while Mr. Cornacchio suggested we reach out to retired teachers.

Mr. Berti concluded that we must continue to brainstorm ideas to help the school and to do all that's possible to avoid closing any buildings

PERMANENT BOARD COMMITTEE

Career Readiness-Mr. Loveria reported on what was discussed at the Sept. 23 meeting:

Mrs. Errington highlighted the various activities that are taking place in each building. We are working on placing students in internships, though vaccine requirements are hindering that.

We continue to see early success with ECCP. We plan to engage with M&T Bank regarding their Tech Hub and hope to create a separate pathway for that industry. The Industry Advisory Council met virtually on Oct. 6. The Job Board is very busy with dozens of postings each week.

AD HOC COMMITTEES

Appeals- No report

OLD BUSINESS

Policy- Mr. Loveria referenced the Title IX and Sex Discrimination Policy that was distributed at the September meeting. He is requesting a vote to approve the policy. A motion to approve the Title IX and Sex Discrimination Policy was made by Mrs. Salasavage, seconded by Mr. Cinquino. Motion approved.

NEW BUSINESS

Enrollment-Mr. Loveria reports that enrollment is currently at 2358. In terms of recruitment, a new commercial will begin shortly on Ch. 2 & 4, and will feature high school students Camden Church and Mirakle Rodgers.

Personnel-Mr. Lyle reviewed the personnel report. You will notice a number of cafeteria monitor positions have been filled, thanks to the ESSER funds. We were able to hire additional substitutes, though we could use many more. There are a few position changes, including athletic director, counselor and Kindergarten teacher, and several resignations. Other than that, the report is self-explanatory.

A motion to accept the Enrollment and Personnel report made by Mr. Donnelly, seconded by Mr. Stevens. Motion approved.

A motion to adjourn the regular meeting at 5:20pm was made by Mr. Donnelly, seconded by Mr. Keller. Motion approved.

Next Meeting: November 9, 2021 @ 4:30pm

Charter School for Applied Technologies
317 Vulcan Street, Buffalo, New York 14207
BOARD OF TRUSTEES MEETING 11/09/2021

MINUTES

BOARD MEMBERS PRESENT: In person, Joseph Berti, Michael Keller, John Cinquino, Michael Stevens, Kevin Cornacchio **Via Teleconference:** Lisa Smith, Andrea Pasioka, Ian Donnelly

UNABLE TO ATTEND: Kenneth Robinson, Steven Kottakis, Danielle Salasavage

OTHERS PRESENT: In person: Andrew Lyle, Garrick Loveria, Tanya Moore, Ann Morgante, Brett Lutterbein, Susan Jurewicz, Jared Lincourt, Meghan Mercurio, Nicole Killian **Via Teleconference:** Thomas Sullivan, Anthony Favata, Dara Seeley

MINUTES

Motion to approve the October 12, 2021 Minutes, including permanent committee reports and those submitted under ad hoc committee, made by Mr. Keller, seconded by Mr. Cinquino. Minutes approved.

PUBLIC COMMENTS

None

PRESENTATION

None

ADMINISTRATIVE REPORTS

Cabinet Report- Mr. Lyle began his report by reviewing issues with staffing. We are doing our best to recruit substitute teachers to CSAT. Our full- time staff are working beyond their limits. They are using their planning time to sub and our specials and intervention staff are doing the same. This is hurting our efforts to assist students who are already behind because of COVID and teachers are not able to effectively plan as teams. It's a national issue; teacher burnout, teachers leaving the field of education and students who are falling behind in grade levels. We are seeing local districts using 1/2 conference days just to give their teachers time to breathe and work together. Ann Morgante will speak more about this in Principal's report.

As concerns to busing; David Frank will be at CSAT the first week of December to see first hand the situation with busing. We hope that he can provide us with some form of relief to help with this. We still have students arriving home after 7pm, which is unacceptable. Mr. Loveria mentioned that we may see a slight improvement now that the training of new drivers is nearly complete. We are seeing more parents pick their children up after school. We need to do our best to keep our parents happy by improving the busing issue.

CSAT is bringing in a consultant who has developed a new professional development opportunity called trust- based observation. His name is Craig Randall. The purpose is to renew and improve trust between administration and teachers. We are starting in the Middle School and if it proves to be helpful, we will expand to the other two buildings. The Union has endorsed this as well.

NY State is focusing efforts on testing. CSAT will be undergoing a mid-year review by the Charter Office in Spring 2022. They will be closing monitoring our academic performance.

Finally, we are unable to re-order our fleece jackets due to supply chain and increase in pricing, so we are looking at a few alternatives (samples were distributed for comment). We will be placing an order in the next few days. We do have enough uniform shirts in stock for the remainder of the school year.

Principals Report

Ms. Morgante is reporting on behalf of all three buildings. A major issue we need to help resolve concerns our faculty. We are seeing a number of people who are simply burned-out and exhausted. As seen in the QA report, we are experiencing a high number of absences among staff. We are using our specials and intervention teachers as subs which is not sustainable. Our students need specials and most importantly, intervention, and that is not happening consistently. Our teachers are also giving up their planning times to sub and coming in on weekends to catch up and plan. We would like the Board to consider approving four ½ days in the second semester to relieve the stress level on our teachers and give them time to properly plan and meet. There were a few points brought up by the Board to consider:

- How much push back will the school receive from parents?
- Do parents understand severity of teacher burn-out?
- Will these days impact our charter?
- What other means can the Board help with besides ½ or full days?

Ms. Morgante and Mr. Lyle did say that this would be burdensome on parents, but perhaps we can look at 2 full days rather than 4 ½ days. We could review our calendar and pair those days with a day already scheduled and make it two days in a row such as after a NYS Testing Day. Niagara Falls is implementing this as are other districts across NYS as well. We need to recognize how much our staff is appreciated. Trust will go a long way is making them feel that Board cares about them.

Ms. Morgante did share a good news item. The first marking period at the High School revealed 39% of student body made the Honor Roll!

Mr. Lyle concluded that this teacher fatigue/shortage could provide an opportunity to expand the use of technology in education. It's an out-of-box idea that would not only address this issue but could make CSAT stand out among schools in our area.

PERMANENT BOARD COMMITTEE

Quality Assurance- Mrs. Pasioka highlighted the discussion that took place at the Nov. 8 QA meeting, which focused on attendance of staff and students.

As mentioned in Mr. Lyle and Ms. Morgante's report, our teachers and staff are under a great deal of stress which has resulted in teachers utilizing their personal days. This in turn increases our costs to cover classes. At the moment, 60% of staff have used 1-3 personal days, with 20% using more than 4 personal days. The most affected areas that suffer are intervention and teacher planning. We are averaging 12-15 teachers out each day. As for student attendance, we are meeting the state goal of 90% attendance, but we are behind on our goal of 95% attendance. We have plans in place to address those with excessive attendance issues.

As for busing, our concerns are with those buses that are arriving after 3:30-4 pm and in a few instances after 5 pm. We have teachers who stay with those students until the buses arrive, which in turn increases our costs to compensate them for their time.

Costs for all these issues will continue to rise this year. The plan is to reach out to community agencies to help with attracting subs. CSAT is not alone in dealing with this. As Mr. Lyle mentioned, David Frank is visiting CSAT the first week of December to witness PM dismissal. Mr. Lyle also plans to meet with Cheryl Kennedy, BPS Transportation Director, to discuss busing.

Finance- Mr. Cinquino presented the 3-month interim financial statement for the period ending Sept. 30, 2021. He noted that the audit for the period ending June 30, 2021 is complete and will be presented to the Board at the December meeting.

A few highlights from the financial statement:

- The Balance Sheet shows its ratios and liquidity to be very strong, with Debt Coverage at more than 2X and Days Cash on Hand greater than 300.
- On page 2, the net assets vs. liabilities indicates a better than 1 to 1.
- On page 3, it shows expenses are a bit higher due to ordering at the start of the school year as well as the differences in costs associated with COVID and hybrid learning occurring during the prior year.
- As for revenue, the numbers are higher due to slight increases in Per Pupil allocation.
- The school's investments reflected a rebound in the stock market, which resulted in a very good year for CSAT's portfolio during 2020-2021. The first quarter of 2021-2022 indicates a slight loss, however gains are being realized currently.

AD HOC COMMITTEES

Appeals- Mr. Donnelly briefly discussed one appeal. The appeal was from the parent of an 11th grader. The student was involved in two physical altercations. The review was completed, and the permanent suspension was upheld.

OLD BUSINESS

None

NEW BUSINESS

Welcome- Mr. Berti welcomed Ms. Nadine Powell, Asst. V.P., M & T Bank Tech Academy to the Board meeting. Ms. Powell is exploring the possibility of joining CSAT's Board.

Enrollment-Mr. Loveria reports that enrollment currently stands at 2361, down 4 from our maximum enrollment. We have made gains in 9th grade.

Personnel-Mr. Lyle reviewed the personnel report. We have several new hires, including a new Athletic Director and a new nurse for the high school. We have been able to recruit new substitutes as well as cleaners and monitors for the buildings. Other than that, the report is self-explanatory.

A motion to accept the Enrollment and Personnel report made by Mr. Donnelly, seconded by Mr. Cinquino. Motion approved.

A motion to adjourn to Executive Session @5:45pm was made by Mr. Keller, seconded by Mr. Stevens. Motion approved. No action requiring Board vote arose. A motion to adjourn the regular meeting was made at 7:30pm by Mrs. Pasieka, seconded by Mr. Keller. Motion approved

Next Meeting: December 14, 2021 @ 4:30pm

Charter School for Applied Technologies
317 Vulcan Street, Buffalo, New York 14207
BOARD OF TRUSTEES MEETING 12/14/2021

MINUTES

BOARD MEMBERS PRESENT: In person, Joseph Berti, Michael Keller, John Cinquino, Andrea Pasieka, Danielle Salasavage, Steve Kottakis

UNABLE TO ATTEND: Kenneth Robinson, Lisa Smith, Ian Donnelly, Michael Stevens, Kevin Cornacchio

OTHERS PRESENT: In person: Andrew Lyle, Garrick Loveria, Tanya Moore, Ann Morgante, Brett Lutterbein, Susan Jurewicz, Jared Lincourt, Meghan Mercurio, Thomas Sullivan, Anthony Favata, Dara Seeley, Keith Banas. Guests Donna Gonser & Robert Torella of Lumsden & McCormick.

MINUTES

Motion to approve the November 9, 2021 Minutes, including permanent committee reports and those submitted under ad hoc committee, made by Mr. Keller, seconded by Mr. Cinquino. Minutes approved.

PUBLIC COMMENTS

Mr. Byrd, a Middle School parent, expressed concern about bullying involving his daughter. He read a letter he submitted to the Board regarding the alleged incidents with a timeline of the events. Mr. Berti told Mr. Byrd that the school will respond to his concerns.

PRESENTATION

None

ADMINISTRATIVE REPORTS

Cabinet Report- Mr. Lyle discussed the COVID restrictions currently in place at the school and the daily reporting requirements that both Erie County and New York State requires of every school. The rise in COVID cases is a result of community/home spread and not school spread. The substitute shortage continues, which is putting a strain on our staff, but they are doing an outstanding job in trying circumstances. David Frank was unable to visit CSAT due to travel restrictions placed on state employees due to COVID. We are hoping to reschedule his visit in 2022. Michael Bloomberg wrote an opinion piece in New York Times in which he lauded the work of charter schools. Mr.

Lyle wrote a letter to Mr. Bloomberg about the great things happening at CSAT, notably the ECCP Program. He received a reply that Mr. Bloomberg is interested in visiting CSAT sometime next year. Mr. Bloomberg's generosity is mainly for NYC Charters, though he may be willing to look outside of NYC for charters that are making a difference in their community.

Principals Report-Mr. Favata reports that the December 8 PD Day was successful. The teachers and administration are proposing three additional PD days for the Board to consider: Jan. 28, Feb. 16, 18, or 28 and Mar. 25. The teachers felt it was great being together to plan which they have not been able to do. On December 8 and for the other proposed PD days, the students were in contact remotely with the teachers and student attendance that day was very good.

PERMANENT BOARD COMMITTEE

Quality Assurance- Mrs. Pasioka referenced the supplement to the Board packet for today's report.

Attendance: Pages 1-3 shows attendance for all three buildings by grade level for the months of Sept.-Nov. The average attendance is 91.5%, state goal is 90% and CSAT goal is 95%. On Page 4, the numbers shown are students who have been quarantined for the same time period.

Suspensions: Pages 5-7 shows information for student suspensions for Sept.-Nov. The suspensions are listed by building, ethnicity and reason for suspension. The reason most cited for suspensions is for altercations.

ELA & Math: Pages 8-10 shows the level of proficiency in ELA & Math from Spring, 2021. The numbers are somewhat skewed as they do not represent normalcy and the number of students who took the test during COVID.

iReady: Pages 11-14 shows iReady testing, with comparisons to national, state and local results and with emphasis on students who are 2 or more grade levels behind. The report shows large gaps in CSAT's numbers, which presents a challenge to us to remediate the student who are behind. The numbers are indicative of COVID related issues that are seen throughout the country.

Finance- Mr. Cinquino introduced Ms. Donna Gonser and Mr. Robert Torella of the accounting firm Lumsden & McCormick to report on the audit for fiscal year 2021. The following are brief highlights of the report:

- The audit found no significant audit adjustments and no material weakness.
- Fiscal Year 2021 saw an increase in Change in Net Assets, mainly due to strong market investment returns.
- The expense side was very consistent.
- The school has a strong balance sheet with cash on hand for 5 months.

Mr. Cinquino noted that Lumsden & McCormick has provided the school with suggested improvements which the school has already begun to implement.

Mr. Cinquino also lauded the work that Mrs. Moore and her staff have done this past year considering all the issues that have arisen due to COVID.

AD HOC COMMITTEES

Appeals- Mr. Loveria reported on one appeal of a high school student permanently suspended for possession of illegal substance. The appeal is still pending.

Nominations- Mr. Berti presented Nadine Powell, Asst. VP & Senior Program Manager, M & T Tech Hub, as a new member of the Board of Trustees. A motion to accept the nomination of Ms. Powell was made by Mr. Berti, seconded by Mrs. Pasioka. Motion approved.

OLD BUSINESS

None

NEW BUSINESS

Enrollment-Mr. Loveria reports that enrollment currently stands at 2359, six short of maximum enrollment. A bit of good news is that we have received 131 new applications in November.

Personnel-Mr. Lyle reviewed the personnel report. We have a number of new hires, including a new lead COVID person, nurse Tara Jefferson. She has a critical role with COVID related issues. We also have several new cafeteria staff and substitutes along with the usual FMLA leaves of absence. Other than that, the report is self-explanatory.

A motion to accept the Enrollment and Personnel report made by Mrs. Salasavage, seconded by Mrs. Pasioka. Motion approved.

A motion to adjourn to Executive Session @6:00pm was made by Mr. Cinquino, seconded by Mr. Keller. Motion approved. The Board voted on a personnel matter in executive session. A motion to adjourn the regular meeting was made at 6:45pm by Mrs. Pasioka, seconded by Mr. Keller. Motion approved

Next Meeting: January 11, 2022 @ 4:30pm

Charter School for Applied Technologies
2245 Kenmore Avenue, Buffalo, New York 14207
BOARD OF TRUSTEES MEETING 1/11/2022

MINUTES

BOARD MEMBERS PRESENT: In person, Joseph Berti, John Cinquino, Andrea Pasioka, Danielle Salasavage, Steve Kottakis, Michael Stevens, Ian Donnelly, Nadine Powell **Via Teleconference:** Lisa Smith, Kevin Cornacchio

UNABLE TO ATTEND: Kenneth Robinson, Michael Keller

OTHERS PRESENT: In person: Andrew Lyle, Garrick Loveria, Tanya Moore, Bob Shannon, Ann Morgante, Brett Lutterbein, Jared Lincourt, Yaritza Draine, Nicole Killion, Keith Banas, Sarah Monaco, Trevor McCabe

MINUTES

Motion to approve the December 14, 2021 Minutes, including permanent committee reports and those submitted under ad hoc committee, made by Mrs. Salasavage, seconded by Mr. Kottakis. Minutes approved.

PUBLIC COMMENTS

None

PRESENTATION

None

ADMINISTRATIVE REPORTS

Cabinet Report- Mr. Lyle addressed the protocols currently in place regarding COVID 19 as required by both NYS and ECDOH. He is happy to report that CSAT announced its protocols in advance of those issued by Erie County and we were in full compliance. The state and county are putting an emphasis on tracking of student COVID cases which requires a daily report to both state and county. Continued updates received are updated on our website for families to review. Mr. Loveria shared that the foundation has received a substantial donation (\$5,000) from Edwin (Tim) Johnston. He is CEO of Sandhills, which is one of the investment firms for the school. Mr. Lyle stated that we will be meeting with Dr. Cropp, President of Independent Health. Dr. Cropp is interested in partnering with CSAT on internships for our high school students that are interested in healthcare careers.

Sarah Monaco, one of the high school counselors, gave an overview of the ECCPP program. Mrs. Monaco is spending time with our students and families informing them about the program. We have nine students taking an anatomy or physiology lab, 15 students taking sociology and we are offering a virtual option for some of our students that take intro to public health at ECC North. The program is providing students with more structure to enhance the experiences that CSAT already offers them. They will then be able to visualize their future and make informed decisions about postsecondary education. The dual enrollment is an option for every student in grades 10-12. The credits are stackable, which ultimately will decrease the time that students must spend in college.

Principals Report

On behalf of teacher and administration, Ms. Morgante withdrew the request for a PD Day on January 28. A request is made to move the PD days to February 16 & March 25th. The High School already has a PD day on February 16th. These two proposed dates would be a remote learning date for students in all buildings. Ms. Morgante did mention that attendance is a major issue. The last PD Day, December 8, teachers were in contact with students remotely and attendance was very good. A motion to accept the changes in the PD Days was made by Mr. Cinquino, seconded by Mrs. Pasioka. Motion approved.

PERMANENT BOARD COMMITTEE

None

Finance

None

AD HOC COMMITTEES

Appeals- Mr. Loveria reported one appeal of a high school student permanently suspended for possession of illegal substance. The review was completed, and the permanent suspension was upheld.

OLD BUSINESS

None

NEW BUSINESS

Enrollment- Mr. Loveria reports that enrollment currently stands at 2353, which is under the budgeted number. A bit of good news. We have doubled our applications from this point last year. From November to this time last year, we received 167 applications, this year we have grown that number to 301. We are making special efforts with day care centers on recruitment. Mr. Lyle mentioned that the busing issue has increased parent interest in charter schools that are closer to their homes. The concept of neighborhood schools is a positive thing for parents.

Personnel-Mr. Lyle reviewed the personnel report. We have been able to recruit new substitutes as well as cleaners for the buildings. Other than that, the report is self-explanatory.

A motion to accept the Enrollment and Personnel report made by Mr. Kottakis, seconded by Mr. Cinquino. Motion approved.

A motion to adjourn the regular meeting at 5:33pm was made by Mr. Cinquino, seconded by Mrs. Salasavage. Motion approved.

Next Meeting: February 8, 2022 @ 4:30pm

Charter School for Applied Technologies
317 Vulcan Street, Buffalo, New York 14207
BOARD OF TRUSTEES MEETING 2/8/2022

MINUTES

BOARD MEMBERS PRESENT: In person, Joseph Berti, Michael Keller, John Cinquino, Danielle Salasavage, Steve Kottakis, Kevin Cornacchio, Michael Stevens

UNABLE TO ATTEND: Kenneth Robinson, Lisa Smith, Ian Donnelly, Andrea Pasieka

OTHERS PRESENT: In person: Andrew Lyle, Garrick Loveria, Tanya Moore, Ann Morgante, Susan Jurewicz, Meghan Mercurio, Thomas Sullivan, Anthony Favata, Dara Seeley, Nicole Killian, Christopher Burzynski, Tara Jefferson, Trevor McCabe

MINUTES

Motion to approve the January 11, 2022 Minutes, including permanent committee reports and those submitted under ad hoc committee, made by Mr. Cornacchio, seconded by Mr. Cinquino. Minutes approved.

PUBLIC COMMENTS

None

PRESENTATION

None

ADMINISTRATIVE REPORTS

Cabinet Report- Mr. Lyle discussed the mask mandate as it pertains to schools in New York State. There was a zoom call with Gov. Hochul today with school superintendents. The school leaders expressed their desire to see the mandate expire on Feb. 21 and leave the decision on further masking to schools rather than the state. It looks like the state is moving to end the mandate but on a later date to allow schools and parents to prepare for the end of masking. BOCES will be sending out an interim calendar for 2022-2023 school year sometime next week. We are also working on an incentive plan with our current staff to assist in the recruitment of new teachers and staff. As for enrollment, we are doing well. Garrick will discuss a plan to engage day care centers in the recruitment of kindergarteners. Mr. Lyle introduced the new athletic director, Chris Burzynski, to provide the Board with an overview on CSAT Athletics.

Mr. Burzynski provided a handout to those attending. Highlights of the handout included:

- Update on Fall, Winter and Spring sports, Modified, JV and Varsity
- Working with Victory Sports, an initiative with Buffalo Bills player Emmanuel Sanders, to provide monies to organizations for athletics upgrades
- Facility updates are on-going
- We are resuming athletic banquets and our modified athletes will now be invited to attend

Principals Report

9-12 Ms. Morgante reported that High School mid-terms went well and attendance was very good. The teachers did an outstanding job of preparing students for exams. We have a QA meeting scheduled for Friday and will present the data from mid-terms at that meeting. Those students who had good attendance did well on the regents and core course exams and likewise, those with poor attendance struggled. We continue to call parents in regard to attendance issues. We were very pleased with attendance last week with our two remote learning days that were necessitated by the snowstorm.

6-8 Mr. Favata mentioned that the Middle School focus is on diagnostic testing which is close to 100% complete. We have also been working on programming to help reduce the number of suspensions. We too had great attendance for our two remote learning days last week.

K-5 Mrs. Jurewicz noted that the Elementary School has three sets of testing taking place right now. Every student is taking the iReady diagnostic. We have observed that the students who are in the intervention groups that are 2 or more grade levels behind are very motivated and are working hard to return to their classroom groups. As Ms. Morgante said, we will be working through the testing data at the QA meeting this Friday.

PERMANENT BOARD COMMITTEE

Career Readiness- Mr. Loveria reported on the Jan. 20, 2022 CR meeting, the minutes of which are included in the Board packet. As you can see from the minutes, there was a presentation by Mrs. Errington on programming for K-12. We also discussed the ECCP Program, a new welding club being formed with help from the Northland Training Center, a course being offered by Buffalo State College for students interested in a teaching career and the annual mock interviews that were hosted this year at Niagara University. A follow-up to ECCP, there will be new health care course offerings at Buffalo State and ECC. We are also applying for additional grants with the Cullen Foundation. The committee will be dedicating its March meeting to prioritize Program Evaluation and how to best implement this at CSAT.

AD HOC COMMITTEES

Appeals- None

OLD BUSINESS

None

NEW BUSINESS

Enrollment-Mr. Loveria reports that enrollment currently stands at 2361, four short of capacity. As for recruitment, our internal goal for kindergarten applications is 230, to account for dropouts and other reasons. We are currently 100 short of that number. Our plan is to actively recruit at 30 daycare centers to establish an on-going relationship with them and to strongly encourage attending the Open House in March. Mr. Lyle informed the Board about an enrollment app that the Cullen Foundation had recommended charter schools to use called School Mint. It was advertised as a way for Buffalo charter school parents to use to apply for enrollment. CSAT did not participate for several reasons, including we are not a charter located in Buffalo and the high cost for the app and other add-ons that School Mint recommends. It turns out that we did well if not better with our own enrollment plan.

Personnel-Mr. Lyle reviewed the personnel report. He noted that we have added several new teachers, support staff and new substitute teachers. We did lose a few others, notably one very good teacher who was recruited away from CSAT by eSchool. Other than that, the report is self-explanatory.

Mr. Berti commented on the Jan. 14 reception at Aqua for the faculty and staff. He felt it was a success and expressed his thanks to all who attended.

A motion to accept the Enrollment and Personnel report made by Mrs. Salasavage, seconded by Mr. Cinquino. Motion approved.

A motion to adjourn to Executive Session @5:45pm was made by Mr. Cinquino, seconded by Mr. Keller. Motion approved. The Board voted on a personnel matter in executive session. A motion to adjourn the regular meeting was made at 7:30pm by Mr. Stevens, seconded by Mr. Keller. Motion approved

Next Meeting: March 8, 2022 @ 4:30pm

Charter School for Applied Technologies
317 Vulcan Street, Buffalo, New York 14207
BOARD OF TRUSTEES MEETING 3/8/2022

MINUTES

BOARD MEMBERS PRESENT: In person, Joseph Berti, Michael Keller, John Cinquino, Danielle Salasavage, Steve Kottakis, Michael Stevens, Lisa Smith, Andrea Pasioka, Ian Donnelly

VIA TELECONFERENCE: Nadine Powell

UNABLE TO ATTEND: Kevin Cornacchio

OTHERS PRESENT: In person: Andrew Lyle, Garrick Loveria, Tanya Moore, Ann Morgante, Susan Jurewicz, Brett Lutterbein, Jared Lincourt, Thomas Sullivan, Nicole Killian, Keith Banas, Daniel Scholze, Tara Jefferson, Trevor McCabe, Jared Northrup and Gina Gentry (possible new Board Member)

MINUTES

Motion to approve the February 8, 2022 Minutes, including permanent committee reports and those submitted under ad hoc committee, made by Mr. Kottakis, seconded by Mrs. Salasavage. Minutes approved.

PUBLIC COMMENTS

None

PRESENTATION

Mr. Lyle presented a brief overview to the Board on CSAT's transportation issues with Buffalo Schools. We received busing until 2006 at which time Buffalo refused to transport. We then contracted with Student Transportation of America (STA) until 2008 when Buffalo renewed our contract. The issues with late buses began before COVID but have only gotten worse since COVID. We made changes to our drop off and pick up times to accommodate Buffalo, but we routinely have buses arriving after 4 pm, mainly at the Elementary School. We have incurred additional costs to pay staff to remain after 4pm and the late buses are having a negative impact on enrollment. We have reached out to Buffalo and will be meeting in April to remind them of their contractual obligations. This needs resolution as our contract with Buffalo ends in 2025, the same year as our charter renewal.

ADMINISTRATIVE REPORTS

Cabinet Report- Mr. Lyle said that the teachers have been working diligently to help meet the academic and social-emotional needs of our students. We are looking at an outside firm called PAPER to provide one-on-one tutoring assistance. We met recently with Big Brother/Big Sister of WNY (thanks to the efforts of Lisa Smith) to work on social-emotional issues. The plan is to have High school Students trained as Mentors for our younger students. We have also contracted to have City Year members work at the Middle School and High School next year (thanks to Michael Stevens). Mr. Lyle circulated the 2022-2023 calendar for review and vote at the April meeting. Mr. Berti commended the school on how it is addressing the social/emotional needs of the students.

Principals Report

Ms. Morgante reported that the building principals have been meeting to develop plans to improve their accountability as well as to develop a K-12 learning model to coordinate learning outcomes. The principals have been meeting every two weeks and the administrative teams meet once a month on Saturdays. The purpose is to increase the rigor with best practices and to share our instructional vision. The key to the success of this endeavor is consistency. The goal is to present this to all faculty in August 2022. Ms. Morgante also noted that the recent High School open house was one of the best they've had. Kudos to Mr. Loveria and his team, Lori Allan and Emily Lyons, for their efforts in promoting the open house.

PERMANENT BOARD COMMITTEE

Quality Assurance- Mrs. Pasioka referenced the QA report on pages 5-21 of the Board Packet. She highlighted the attendance numbers which shows CSAT's average attendance @89.9%, slightly below NYS goal of 90%. The absenteeism correlates to the recent COVID spike. The High School is working diligently on improving senior attendance.

As regards to suspensions, the average percentage rate is better than the 2019-2020 school year. We are also concentrating on disproportion rates, specifically the number of SPED and Black student suspension rates. The rates are listed by month and school. We see encouraging signs that the rates are starting to drop, and plans are in place to address those issues that are causing suspensions.

Academically, the K-8 iReady diagnostics are seeing some encouraging results. Compared to the 2019-2020 school year rates, we've seen improvement in reducing those who are two or more grade levels behind. For the High School, mid-year exams were reviewed. Using the same base comparison as K-8, the numbers are a bit lower, though the staff has managed to bring students back to pre-COVID levels.

AD HOC COMMITTEES

Appeals- Mr. Donnelly reported that one appeal of a High School student was filed. The original decision for permanent suspension was affirmed.

OLD BUSINESS

None

NEW BUSINESS

Enrollment-Mr. Loveria reports that enrollment currently stands at 2355. We will stop taking new students at the end of March. Recruitment efforts are paying off. As Ms. Morgante noted, the High School open house was well attended. We continue to visit Day Care centers and our social media campaign is ongoing. CSAT's Lottery is scheduled for April 4.

Personnel-Mr. Lyle reviewed the personnel report. He noted that we have added several new teachers, support staff and new substitute teachers. Other than that, the report is self-explanatory.

A motion to accept the Enrollment and Personnel report made by Mrs. Pasioka, seconded by Mr. Stevens. Motion approved.

A motion to adjourn to Executive Session @5:30pm was made by Mr. Keller, seconded by Mr. Donnelly. Motion approved. No votes were taken in Executive Session. A motion to adjourn the regular meeting @ 6:15pm was made by Mr. Cinquino, seconded by Mrs. Smith. Motion approved

Next Meeting: April 5, 2022 @ 4:30pm

Charter School for Applied Technologies
317 Vulcan Street, Buffalo, New York 14207
BOARD OF TRUSTEES MEETING 4/19/2022

MINUTES

BOARD MEMBERS PRESENT: In person, Joseph Berti, John Cinquino, Danielle Salasavage, Steve Kottakis, Ian Donnelly, Lisa Smith, Kevin Cornacchio, Michael Keller

Via Teleconference: Andrea Pasioka

UNABLE TO ATTEND: Nadine Powell, Michael Stevens

OTHERS PRESENT: In person: Andrew Lyle, Garrick Loveria, Tanya Moore, Bob Shannon, Ann Morgante, Brett Lutterbein, Anthony Favata, Jared Lincourt, Susan Jurewicz, Tara Jefferson, Yaritza Draine, Nicole Killion, Keith Banas, Dan Scholze, Cinde Cozad, Lily Engebrecht

MINUTES

Motion to approve the March 8, 2022 minutes, including permanent committee reports and those submitted under ad hoc committee, made by Mr. Donnelly, seconded by Mr. Kottakis. Minutes approved.

PUBLIC COMMENTS

None

PRESENTATION

Greenhouse- Cinde Cozad presented on current happenings at the CSAT Greenhouse including partnerships with local organizations and propagating of plants by students. Highlights include:

- Ongoing partnership with the Six Nation for the Haudenosaunee Garden
- Planting and growth of Lemon trees by all first-grade students
- Partnership with Dr. Linqvist from the Genomes Department at the University at Buffalo.
- Ongoing collaboration and partnership with the NYS Parks, Recreation and Historic Preservation located in Sandberg, NY to help the state increase growth of endangered plants native to the area. High School students are providing community service for this project in conjunction with the Buffalo Museum of

Science and Tifft Nature Preserve. Goals are the propagation and site installation of native plants for environmental restoration which will be conducted on June 7.

- Feeding the Gorillas! The Greenhouse has partnered with the Buffalo Zoo and is providing 280 heads of hydroponically grown lettuce to the Zoo every 60 days. This partnership saves the zoo \$3,000 per year.

ADMINISTRATIVE REPORTS

Cabinet Report- A visit from Susan Gibbons from the Charter School Office is slated for April 26.. She will spend a significant portion of time at the HS to learn more about the ECCP Program in addition to visiting all other school buildings. Mr. Lyle is attempting to reschedule a meeting with David Frank to discuss bussing. He, along with Mr. Berti and Ms. Smith, have met with BPS to discuss transportation options and the ongoing concern of driver shortages. STA may be a potential third party to provide transportation. Mr. Lyle addressed the continued protocols currently in place regarding COVID 19. We continue to report cases to the county, however, cases have not increased significantly here at CSAT. Due to the rising costs of supplies, there is a potential for increase in the cost of uniform shirts. The school is still in communication with vendors, however, the cost of shirts could increase from \$11 to \$13 a shirt.

Principals Report

K5: Mrs. Jurewicz reported that the Elementary School Open House had a successful turnout. The event was tour based with staff volunteers providing families with personalized tours. ELA testing went well and students will be taking the NYS Math assessment on April 26 and Science Assessment on May 24.

HS: Ms. Morgante reported that HS graduation will be Wednesday, June 22 at Kleinhans. A survey of parents and students overwhelmingly showed that the participants preferred an in person ceremony as a group.

MS: Mr. Favata reported that the MS is getting ready for the upcoming NYS Math test.

PERMANENT BOARD COMMITTEE

Career Readiness- Mr. Kottakis mentioned that the Committee is reviewing the history of measuring outcomes after graduation. The group would like to focus on Pathways and how to measure success both before students leaving High School and in their long-term career goals. Subcommittee meetings to discuss this will be happening prior to our May meeting.

Finance- Mr. Cinquino discussed 2021-2022 balance and income sheet. Overall we once again continue to be very stable with consistent financial performance. Short term liabilities remain low, compared to our short-term assets, indicating good cash flow and working capital so we can meet our obligations on a long basis.

AD HOC COMMITTEES

Appeals- Mr. Donnelly reported two appeals. One Middle School student was permanently suspended for aggression towards students and staff. A review was

completed and the permanent suspension was upheld. The Elementary Student case is still being reviewed and a decision will be reported in May.

OLD BUSINESS

2022-2023 K-12 Calendar: Mr. Lyle reminded the Board that the calendar was distributed at the March meeting for review and approval. If the dates are different from Buffalo Public Schools, we will change ours. A motion to accept the 2022-2023 Calendar was made by Mrs. Smith, seconded by Mrs. Salasavage. Motion approved.

NEW BUSINESS

Cullen & ECCP Summer Bridge – CSAT has been awarded a grant for \$50,000 from the Cullen Foundation toward the ECCP Program. An additional \$42,000 must still be raised to fund the growth of the Summer Bridge Program which will increase from 50 to 100 students this year. 10th and 11th grade students will participate in the program this July and August.

Electronics Policy - Student Cellphone use has increased throughout the schools, creating a noticeable distraction within the learning environment. An electronics policy was reviewed and will be finalized by the leadership team. Students are to keep their devices off and stored in their locker/cubby for the duration of the school day. Vote to come in June for the 2022-23 school year.

Enrollment - Mr. Loveria reports that enrollment currently stands at 2353. No new enrollees will be accepted until the 2022-23 calendar year. CSAT received 811 applicants during Open Enrollment, which is up significantly from last year. Lori Allan & Emily Lyons have done a great job working with our marketing partners.

Personnel - Mr. Lyle reviewed the personnel report. We have two resignations: a math teacher & a K-5 cleaner. We have been able to recruit new substitutes as well as cleaners for the buildings. Other than that, the report is self-explanatory.

A motion to accept the Enrollment and Personnel report made by Mrs. Salasavage, seconded by Mr. Kottakis. Motion approved.

Nominations - Mr. Berti presented Jina Gentry as a new member of the Board of Trustees. Ms. Smith noted the importance of diversifying our Board of Trustees. A motion to accept the nomination of Ms. Gentry was made by Mr. Berti, seconded by Mr. Kottakis. Motion approved.

A motion to adjourn the regular meeting at 6:01pm was made by Mr. Kottakis, seconded by Mrs. Pasieka. Motion approved.

Next Meeting: May 10, 2022 @ 4:30pm

Charter School for Applied Technologies
317 Vulcan Street, Buffalo, New York 14207
BOARD OF TRUSTEES MEETING 5/10/2022

MINUTES

BOARD MEMBERS PRESENT: In person, Joseph Berti, Michael Keller, John Cinquino, Danielle Salasavage, Andrea Pasioka, Ian Donnelly, Jina Gentry

VIA TELECONFERENCE: Michael Stevens, Kevin Cornacchio

UNABLE TO ATTEND: Lisa Smith, Steve Kottakis, Nadine Powell

OTHERS PRESENT: In person: Andrew Lyle, Tanya Moore, Bob Shannon, Susan Jurewicz, Ann Morgante, Brett Lutterbein, Michele Fiorella, Dara Seeley, Lindsey Dust, Thomas Sullivan, Yaritza Draine, Nicole Killion, Keith Banas, Trevor McCabe

MINUTES

Motion to approve the April 19, 2022 Minutes, including permanent committee reports and those submitted under ad hoc committee, made by Mrs. Pasioka, seconded by Mr. Keller. Minutes approved.

PUBLIC COMMENTS

None

PRESENTATION

Ms. Lindsey Dust, Director of Student Services presented an overview of the student management protocols that are in place at CSAT.

CSAT has school wide expectations that all students are to follow. It is in place in grades K-8 with S.O.A.R. (BeSafe, Be RespOnsible, BeAccountable BeRespectful) and grades 9-12 with RALPH Respect, Accountability, Leadership, Perseverance, Honesty). Students who are unable to meet those expectations and are disciplined are logged into SWIS, School-Wide Information System, which is a web-based decision system used to improve behavior support in schools. Discipline is categorized into minor and major infractions and the consequences that follow the level of seriousness. In addition, CSAT uses a Progressive Discipline procedure and a Multi-Tiered System of Supports, known as MTSS. The social-emotional needs of the students this year is immense. Mr. Lyle lauded the faculty and staff on their efforts this year to support our students as they transition back from remote to in person learning.

ADMINISTRATIVE REPORTS

Cabinet Report- Mr. Lyle reported on the April 26, 2022 visit by Ms. Susan Gibbons of the NYS Charter School Office. Ms. Gibbons spent the day touring the school buildings. She commented favorably on the ECCP program and had the chance to visit classrooms at all three buildings. Her day concluded with a meeting with the Cabinet in which she said she had an “amazing visit.” Ms. Gibbons did not indicate any concerns with the Ten benchmarks of our renewal. A written report on the visit will be forthcoming. A shout out to the High School regrading Regents exam results. CSAT students outperformed NYS on 8 of 10 Regents exams!!! Congratulations to faculty and staff on this outstanding achievement.

Mr. Lyle reminded the Board about the \$3 increase in shirt costs for next year. As costs for most items is going up, it is necessary to increase the price.

A reminder that High School graduation will take place on June 22, at 7 p.m. at Kleinhan’s Music Hall. Board members are invited and encouraged to attend.

Principals Report

K-5: Mrs. Jurewicz reported that State math testing is complete. The state scoring was very strict on what was permitted on the test. Ms. Gibbons visited the K-2 classrooms during her tour and thoroughly enjoyed her visits. We are planning end of year celebrations for Kindergarten and Gr. 5.

6-8: Mrs. Fiorella also noted the visit by Ms. Gibbons. She did make mention that the substitute shortage has been difficult to deal with.

9-12: Ms. Morgante mentioned that Ms. Gibbons visited the ECCP classrooms and was eager to know more about the program and its impact on the school. Today, we inducted 54 9th graders into the ECCP program and this summer we anticipate having @100 students on the Buffalo State Campus taking part in those sessions. We will be meeting shortly with the parents of the ECCP students on expectation regarding the program. We do have a number of seniors that are struggling, @25-30 in total. They will likely be staying until June and/or August to complete their course work. The main issue with most is attendance.

PERMANENT BOARD COMMITTEE

Finance-Mr. Cinquino announced that there is still work to do on the 2022-2023 school budget. As a result, we will defer discussion on the budget until the June 7th meeting.

AD HOC COMMITTEES

Appeals- Mr. Donnelly reported that one appeal of an Elementary School student was filed. The student had 37 major referrals. The original decision for permanent suspension was affirmed. The student will be given support services for the remainder of the year.

Facilities-Mr. Shannon provided a brief overview of the High School crosswalk project on Kenmore Avenue. Blackstone Construction is the general contractor. We are dealing with both Erie County & Town of Tonawanda. Currently, the Town is reviewing the plans. The estimated completion is sometime in the fall of 2022, provided all materials are able to be procured. The year-to-date cost is \$62,204, with a contingency amount of \$78,000. The ownership and maintenance will be assumed by the Town upon completion.

OLD BUSINESS

Revisit Personal Device Procedures-Mr. Lyle reminded the Board that this item was discussed at the April meeting with a vote at today's meeting which allows time for the students to be educated on the new procedures in time for next school year. Mr. Berti commented that enforcement is the key to a successful policy.

NEW BUSINESS

Enrollment-Mr. Lyle reports that as of May 3, the total enrollment is 2339, which is down 26. He said most of that number is families moving now. You will see on page 6 of the packet the results of the lottery. The chart shows returning students, students who applied for and were accepted with weighted preference and those fully enrolled and projections for total enrollment. Mr. Lyle noted that competition among charters does impact numbers with busing issues and the fact the Kindergarten is not required in New York State.

Personnel-Mr. Lyle reviewed the personnel report. He noted that we have added several new teachers, support staff and new substitute teachers. Other than that, the report is self-explanatory.

A motion to accept the Enrollment and Personnel report made by Mr. Keller, seconded by Mr. Cinquino. Motion approved.

A motion to adjourn to Executive Session @6:00pm was made by Mrs. Pasioka, seconded by Mr. Donnelly. Motion approved. No votes were taken in Executive Session. A motion to adjourn the regular meeting @ 7:00pm was made by Mr. Cinquino, seconded by Mr. Keller. Motion approved

Next Meeting: June 7, 2022 @ 4:30pm

Charter School for Applied Technologies
317 Vulcan Street, Buffalo, New York 14207
BOARD OF TRUSTEES MEETING 6/7/2022

MINUTES

BOARD MEMBERS PRESENT: In person, Joseph Berti, Michael Keller, John Cinquino, Steve Kottakis, Kevin Cornacchio, Jina Gentry

VIA TELECONFERENCE: Lisa Smith, Andrea Pasioka, Ian Donnelly, Michael Stevens

UNABLE TO ATTEND: Danielle Salasavage

OTHERS PRESENT: In person: Andrew Lyle, Garrick Loveria, Robert Shannon, Susan Jurewicz, Ann Morgante, Brett Lutterbein, Dara Seeley, Thomas Sullivan, Tara Jefferson, Nicole Killian, Keith Banas, Daniel Scholze, Mark Struckmann, Gus, Therapy Dog

MINUTES

Motion to approve the May 10, 2022 Minutes, including permanent committee reports and those submitted under ad hoc committee, made by Mr. Kottakis, seconded by Mr. Keller. Minutes approved.

PUBLIC COMMENTS

None

PRESENTATION

Mark Struckmann, 2nd grade music teacher and Gus, the elementary school therapy dog came to today's board meeting to thank the Board for their support of the therapy dog program at CSAT. Mr. Struckmann told the Board about Gus, one of the original therapy dogs, who is retiring this year. Gus saw over 2000 students in his time. He was valuable in behavior interventions and as a goodwill ambassador for the school.

ADMINISTRATIVE REPORTS

Cabinet Report- Mr. Lyle reported that he has not heard any updates from Susan Gibbons at SED regarding the initial visit. That report should be forthcoming soon. As regards the Buffalo News article on CSAT building a new athletic field, that report was not totally accurate. The school sent a letter to Councilman Joseph Golombek requesting a meeting to discuss the possibility of CSAT entering into an agreement to utilize the JH Williams Field that is directly behind the Family Support Center. The field is under utilized and could be an asset for our athletes. We have lost our ability to use the Brighton Field in Tonawanda next year and the Niagara Frontier League is pressuring us to look seriously at acquiring our own facility. There is no firm commitment from CSAT or City of Buffalo about this possibility. We are meeting with Councilman Golombek in the next two weeks to discuss.

The new Middle School Principal, Mr. Patrick Hayden has visited the Middle School and will be at the June 21 Board meeting. Ms. Lindsey Dust will join the administrative team at the Middle School next year as Assistant Principal.

Mr. Lyle and others discussed the teacher recruitment and retention issue. We need to come up with improved methods of both recruitment and retention. The teacher shortage is causing increased competition resulting in districts offering higher salaries that CSAT is unable to match. Teachers are also leaving the teacher profession all together.

Mr. Banas said that the key to keeping teachers at CSAT is time. Teachers here work longer and most who leave site this as the primary reason for moving on. They have to pay for day care services and would rather be home earlier to pick their children up from the bus or at their school. It is something that should be explored further.

Principals Report

K-5: Mrs. Jurewicz reported that 4th grade completed the NYS Science exam which will be scored next week. The Elementary School is wrapping up the school year with field days. We continue to deal with pandemic related concerns which have only increased with the shootings in Buffalo and Texas. Parents are very much on edge with the Texas shooting and some parents kept their children home for an extended period. We hope for a return to normal in August. Summer School will be held from July 5-29 for @120 Kindergartners. UB is again helping with the phonics portion of summer school. Students will receive both breakfast and lunch.

9-12: Ms. Morgante mentioned that graduation is June 22 at Kleinhan's Music Hall. We are still working with approximately 10 seniors who likely will not graduate in June. Exams begin June 14. We will have @100 student in the ECCP program for next year. Summer School plans are in place with Credit Recovery and an 8th grade prep program.

PERMANENT BOARD COMMITTEE

Quality Assurance-Mrs. Pasieka referenced pages 5-23 of the Board packet for today's meeting. The following topics were discussed at the most recent meeting.

Attendance: The absentee rate is higher than we would like. We are slightly below the state rate of 90%. You will see the absentee rate by grade level. The concern is the unexcused rate which is high.

Suspension Rates: We are noticing a reduced number of suspensions as the school year went on, which is the result of new programming that was instituted. Note that on page 13 the number of suspensions, especially at the Middle School, were down.

Grade 3-8 ELA/Math: The participation numbers were very good.

Parent Survey results: The number of respondents was very encouraging. The school scored high in a number of areas. Please take some time to review the parent comments on pages 16-22.

Finance-Mr. Cinquino presented the budget for the 2022-2023 School Year. Board members can read more details in the budget emailed prior to the meeting.

Highlights of the Budget:

Enrollment: 2365

Staff: 346

Budget Estimate: 99%

Revenue: 1% increase

Stimulus/ESSER Funds: \$2.7 million

Salaries: Union: 2% or BTM, Non-Union: 2%

Health Care: No increase, adding High Deductible/HSA Plan

K-2 Expansion- Class size reduction to address the achievement gaps in primary grades (classrooms increased by 2)

Overall Revenue is flat, except for ESSER and other government funds

Change in Net Assets: \$1.9 million loss (cash loss of \$545K)

Motion to accept the 2022-2023 Budget made by Mr. Kottakis, seconded by Mr. Cornacchio. Motion approved

Career Readiness-Mr. Kottakis briefly touched on the Career Readiness report. The committee continues its work on Program Evaluation and is excited about the ECCP Program expansion next year. The Industry Advisory Council breakfast last week was a great experience. The partnerships the school has with various local businesses are an excellent resource for our students.

AD HOC COMMITTEES

Appeals- None

Facilities-Mr. Shannon informed the Board that the Town of Tonawanda is presently reviewing the Crosswalk proposal. While the project is on the docket for early July, supply chain issues will likely push the completion date to the Fall.

OLD BUSINESS

Policy on Sexual Harassment-Mr. Loveria provided the Board with an update to the Sexual Harassment policy. The changes are highlighted in blue. The Board is asked to review the proposed changes and be prepared to vote at the June 21 meeting.

NEW BUSINESS

Enrollment-Mr. Loveria noted that the current enrollment stands at 2331. No new students have been added.

Personnel-Mr. Lyle reviewed the personnel report. He noted that we have added new support staff in the cafeteria and cleaners. There are several resignations and non-renewals as well. Other than that, the report is self-explanatory.

A motion to accept the Enrollment and Personnel report made by Mr. Cinquino seconded by Mr. Keller. Motion approved.

A motion to adjourn to Executive Session @6:10pm was made by Mrs. Pasioka, seconded by Mr. Donnelly. Motion approved. No votes were taken in Executive Session. A motion to adjourn the regular meeting@ 6:45pm was made by Mr. Cornacchio, seconded by Mr. Keller. Motion approved

Next Meeting: June 21, 2022 @ 4:30pm

New York State Education Department

Request for Proposals to Establish Charter Schools Authorized by the Board of Regents

2022-2023 Budget & Cash Flow Template

General Instructions and Notes for New Application Budgets and Cash Flows Templates

1	Complete ALL SIX columns in BLUE
2	Enter information into the GRAY cells
3	Cells containing RED triangles in the upper right corner in columns B through G contain guidance on that particular item
4	School district per-pupil tuition information is located on the State Aid website at https://stateaid.nysed.gov/charter/ . Rows may be inserted in the worksheet to accomodate additional districts if necessary.
5	The Assumptions column should be completed for all revenue and expense items unless the item is self-explanatory. Where applicable, please reference the page number or section in the application narrative that indicates the assumption being made. For instance, student enrollment would reference the applicable page number in Section I, C of the application narrative.

Charter School for Applied Technologies

PROJECTED BUDGET FOR 2022-2023

July 1, 2022 to June 30, 2023

Please Note: The student enrollment data is entered below in the Enrollment Section beginning in row 155. This will populate the data in row 10.

	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
Total Revenue	34,774,441	1,750,000	1,884,670	-	252,045	38,661,156
Total Expenses	25,525,304	2,786,149	4,830,696	-	7,464,798	40,606,947
Net Income	9,249,137	(1,036,149)	(2,946,026)	-	(7,212,753)	(1,945,791)
Actual Student Enrollment	2,365	-	-	-	-	-
Total Paid Student Enrollment	2,341	-	-	-	-	2,341

Assumptions

DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable

PROGRAM SERVICES

SUPPORT SERVICES

REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
----------------------	----------------------	-------	-------------	-------------------------	-------

REVENUE

REVENUES FROM STATE SOURCES

Per Pupil Revenue

CY Per Pupil Rate

Kenmore-Tonawanda

\$10,526.00

Buffalo City SD

\$13,417.00

Cheektowaga CSD

\$11,596.00

Amherst

\$11,617.00

Various

various

1,667,318	-	-	-	-	1,667,318
25,994,498	-	-	-	-	25,994,498
332,921	-	-	-	-	332,921
126,509	-	-	-	-	126,509
2,625,543	-	-	-	-	2,625,543
30,746,789	-	-	-	-	30,746,789

Enrollment budgeted at 99% of actual number of seats
Enrollment budgeted at 99% of actual number of seats
Enrollment budgeted at 99% of actual number of seats
Enrollment budgeted at 99% of actual number of seats
Enrollment budgeted at 99% of actual number of seats

Special Education Revenue

-	1,750,000	-	-	-	1,750,000
---	-----------	---	---	---	-----------

Grants

Stimulus

2,707,465	-	-	-	-	2,707,465
-----------	---	---	---	---	-----------

Other

-	-	-	-	-	-
---	---	---	---	---	---

Other State Revenue

-	-	-	-	-	-
---	---	---	---	---	---

TOTAL REVENUE FROM STATE SOURCES

33,454,254	1,750,000	-	-	-	35,204,254
------------	-----------	---	---	---	------------

REVENUE FROM FEDERAL FUNDING

IDEA Special Needs

-	-	-	-	-	-
---	---	---	---	---	---

Title I

1,078,367	-	-	-	-	1,078,367
-----------	---	---	---	---	-----------

Title Funding - Other

241,820	-	-	-	-	241,820
---------	---	---	---	---	---------

School Food Service (Free Lunch)

-	-	1,884,670	-	-	1,884,670
---	---	-----------	---	---	-----------

Grants

Charter School Program (CSP) Planning & Implementation

-	-	-	-	-	-
---	---	---	---	---	---

Other

-	-	-	-	-	-
---	---	---	---	---	---

Other Federal Revenue

-	-	-	-	-	-
---	---	---	---	---	---

TOTAL REVENUE FROM FEDERAL SOURCES

1,320,187	-	1,884,670	-	-	3,204,857
-----------	---	-----------	---	---	-----------

LOCAL and OTHER REVENUE

Contributions and Donations, Fundraising

-	-	-	-	-	-
---	---	---	---	---	---

Erate Reimbursement

-	-	-	-	-	-
---	---	---	---	---	---

Interest Income, Earnings on Investments,

-	-	-	-	250,000	250,000
---	---	---	---	---------	---------

NYC-DYCD (Department of Youth and Community Developmt.)

-	-	-	-	-	-
---	---	---	---	---	---

Food Service (Income from meals)

-	-	-	-	-	-
---	---	---	---	---	---

Text Book

-	-	-	-	-	-
---	---	---	---	---	---

Other Local Revenue

-	-	-	-	2,045	2,045
---	---	---	---	-------	-------

TOTAL REVENUE FROM LOCAL and OTHER SOURCES

-	-	-	-	252,045	252,045
---	---	---	---	---------	---------

TOTAL REVENUE

34,774,441	1,750,000	1,884,670	-	252,045	38,661,156
------------	-----------	-----------	---	---------	------------

List exact titles and staff FTE"s (Full time equiivalent)

EXPENSES

ADMINISTRATIVE STAFF PERSONNEL COSTS

No. of Positions

Executive Management

4.00

-	-	-	-	580,537	580,537
---	---	---	---	---------	---------

Instructional Management

10.00

977,262	-	-	-	-	977,262
---------	---	---	---	---	---------

Deans, Directors & Coordinators

14.00

75,128	167,338	95,000	-	837,875	1,175,340
--------	---------	--------	---	---------	-----------

CFO / Director of Finance

-

-	-	-	-	-	-
---	---	---	---	---	---

Operation / Business Manager

6.00

-	-	-	-	334,797	334,797
---	---	---	---	---------	---------

Administrative Staff

28.00

566,182	-	52,238	-	637,146	1,255,567
---------	---	--------	---	---------	-----------

TOTAL ADMINISTRATIVE STAFF

62.00

1,618,572	167,338	147,238	-	2,390,355	4,323,503
-----------	---------	---------	---	-----------	-----------

INSTRUCTIONAL PERSONNEL COSTS

Teachers - Regular

105.00

6,667,179	-	-	-	-	6,667,179
-----------	---	---	---	---	-----------

Teachers - SPED

26.00

-	1,564,244	-	-	-	1,564,244
---	-----------	---	---	---	-----------

Substitute Teachers

6.00

474,620	-	-	-	-	474,620
---------	---	---	---	---	---------

Teaching Assistants

-

-	-	-	-	-	-
---	---	---	---	---	---

Specialty Teachers

74.00

4,156,550	-	-	-	-	4,156,550
-----------	---	---	---	---	-----------

Aides

21.00

674,696	164,292	-	-	-	838,988
---------	---------	---	---	---	---------

Salary Increased 2% over prior year or BTM
Salary Increased 2% over prior year or BTM
Salary Increased 2% over prior year or BTM
Salary Increased 2% over prior year or BTM
Salary Increased 2% over prior year or BTM
Salary Increased 2% over prior year

Charter School for Applied Technologies

PROJECTED BUDGET FOR 2022-2023

July 1, 2022 to June 30, 2023

Please Note: The student enrollment data is entered below in the Enrollment Section beginning in row 155. This will populate the data in row 10.

PROJECTED BUDGET FOR 2022-2023							Assumptions
July 1, 2022 to June 30, 2023							DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable
<div> <div>REGULAR EDUCATION</div> <div>SPECIAL EDUCATION</div> <div>OTHER</div> <div>FUNDRAISING</div> <div>MANAGEMENT & GENERAL</div> <div>TOTAL</div> </div>							
Total Revenue	34,774,441	1,750,000	1,884,670	-	252,045	38,661,156	
Total Expenses	25,525,304	2,786,149	4,830,696	-	7,464,798	40,606,947	
Net Income	9,249,137	(1,036,149)	(2,946,026)	-	(7,212,753)	(1,945,791)	
Actual Student Enrollment	2,365	-	-	-	-	-	
Total Paid Student Enrollment	2,341	-	-	-	-	2,341	
<div>PROGRAM SERVICES</div> <div>REGULAR EDUCATION</div> <div>SPECIAL EDUCATION</div> <div>OTHER</div> <div>FUNDRAISING</div> <div>MANAGEMENT & GENERAL</div> <div>TOTAL</div>							
Therapists & Counselors	20.00	1,122,074	-	-	-	1,122,074	Salary Increased 2% over prior year or BTM
Other	-	223,000	-	297,175	-	520,175	Salary Increased 2% over prior year
TOTAL INSTRUCTIONAL	252.00	13,318,119	1,728,536	297,175	-	15,343,829	
NON-INSTRUCTIONAL PERSONNEL COSTS							
Nurse	3.00	-	-	184,184	-	184,184	Salary Increased 2% over prior year
Librarian	1.00	74,587	-	-	-	74,587	Salary Increased 2% over prior year
Custodian	21.00	-	-	-	1,080,466	1,080,466	Salary Increased 2% over prior year
Security	-	-	-	-	-	-	Salary Increased 2% over prior year
Other	7.00	-	-	861,879	-	861,879	Stipends - Club, Athletics
TOTAL NON-INSTRUCTIONAL	32.00	74,587	-	1,046,063	-	2,201,116	
SUBTOTAL PERSONNEL SERVICE COSTS	346.00	15,011,278	1,895,873	1,490,476	-	3,470,821	21,868,449
PAYROLL TAXES AND BENEFITS							
Payroll Taxes		1,148,363	145,034	114,021	-	265,518	1,672,936
Fringe / Employee Benefits		3,320,576	419,377	329,701	-	767,764	4,837,419
Retirement / Pension		1,375,840	173,764	136,608	-	318,114	2,004,326
TOTAL PAYROLL TAXES AND BENEFITS		5,844,779	738,176	580,331	-	1,351,396	8,514,682
TOTAL PERSONNEL SERVICE COSTS		20,856,057	2,634,049	2,070,807	-	4,822,217	30,383,130
CONTRACTED SERVICES							
Accounting / Audit		-	-	-	-	52,500	52,500
Legal		-	-	-	-	50,000	50,000
Management Company Fee		-	-	-	-	-	-
Nurse Services		-	-	-	-	-	-
Food Service / School Lunch		-	-	-	-	-	-
Payroll Services		-	-	-	-	-	-
Special Ed Services		-	145,000	-	-	-	145,000
Titlement Services (i.e. Title I)		-	-	-	-	-	-
Other Purchased / Professional / Consulting		263,957	-	343,900	-	271,383	879,241
TOTAL CONTRACTED SERVICES		263,957	145,000	343,900	-	373,883	1,126,741
SCHOOL OPERATIONS							
Board Expenses		-	-	-	-	25,000	25,000
Classroom / Teaching Supplies & Materials		160,440	6,500	129,561	-	-	296,501
Special Ed Supplies & Materials		-	-	-	-	-	-
Textbooks / Workbooks		247,000	-	-	-	-	247,000
Supplies & Materials other		13,700	-	78,950	-	22,000	114,650
Equipment / Furniture		150,815	-	17,750	-	29,300	197,865
Telephone		51,000	-	-	-	34,800	85,800
Technology		562,071	-	-	-	27,665	589,736
Student Testing & Assessment		12,250	-	-	-	-	12,250
Field Trips		22,400	-	-	-	-	22,400
Transportation (student)		44,950	-	870,157	-	5,000	920,107
Student Services - other		-	-	-	-	-	-
Office Expense		144,667	-	100	-	17,950	162,717
Staff Development		177,018	-	42,200	-	16,500	235,718
Staff Recruitment		-	-	-	-	15,500	15,500
Student Recruitment / Marketing		60,000	-	6,000	-	109,600	175,600
School Meals / Lunch		-	-	1,156,665	-	-	1,156,665
Travel (Staff)		250	600	6,396	-	1,300	8,546
Fundraising		-	-	-	-	-	-
Other		180,389	-	59,010	-	979,475	1,218,874
TOTAL SCHOOL OPERATIONS		1,826,950	7,100	2,366,788	-	1,284,090	5,484,928
FACILITY OPERATION & MAINTENANCE							
Insurance		-	-	-	-	223,303	223,303

Charter School for Applied Technologies

PROJECTED BUDGET FOR 2022-2023							Assumptions
July 1, 2022 to June 30, 2023							DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable
Please Note: The student enrollment data is entered below in the Enrollment Section beginning in row 155. This will populate the data in row 10.							
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Net Income	9,249,137	(1,036,149)	(2,946,026)	-	(7,212,753)	(1,945,791)	
Actual Student Enrollment	2,365	-	-	-	-	-	
Total Paid Student Enrollment	2,341	-	-	-	-	2,341	
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	
Janitorial	-	-	-	-	-	-	
Building and Land Rent / Lease	744,641	-	-	-	107,220	851,861	
Repairs & Maintenance	8,700	-	49,200	-	539,873	597,773	
Equipment / Furniture	-	-	-	-	-	-	
Security	-	-	-	-	114,212	114,212	
Utilities	425,000	-	-	-	-	425,000	
TOTAL FACILITY OPERATION & MAINTENANCE	1,178,341	-	49,200	-	984,608	2,212,148	
DEPRECIATION & AMORTIZATION	1,400,000	-	-	-	-	1,400,000	
DISSOLUTION ESCROW & RESERVES / CONTIGENCY	-	-	-	-	-	-	placed under Cash Flow Adjustment in the renewal application.
TOTAL EXPENSES	25,525,304	2,786,149	4,830,696	-	7,464,798	40,606,947	
NET INCOME	9,249,137	(1,036,149)	(2,946,026)	-	(7,212,753)	(1,945,791)	Prior year Net Income offset
ENROLLMENT - *School Districts Are Linked To Above Entries*	REGULAR EDUCATION	SPECIAL EDUCATION	TOTAL ENROLLED				
Kenmore-Tonawanda	160		160				
Buffalo City SD	1,957		1,957				
Cheektowaga CSD	29		29				
Amherst	11		11				
Various	208		208				
TOTAL ENROLLMENT	2,365	-	2,365				
REVENUE PER PUPIL	14,704	-	797				
EXPENSES PER PUPIL	10,793	-	2,043				

Charter School for Applied Technologies

Charter School Annual Report – 2021-2022

Entry 4c – Additional Financial Documents

1. N/A
2. Federal Single Audit will be filed by its due date of 30 days after receipt of audited financials
3. N/A
4. Please reference attached bank statement
5. N/A



US002 | BR152
ROP 450
P.O. Box 7000
Providence, RI 02940

AB 01 001864 52508 H 5 B



CHARTER SCHOOL FOR APPLIED TECHNOLOGIES
2303 KENMORE AVE
BUFFALO NY 14207-1311

Business Account Statement

Page 1 of 3

Beginning June 01, 2022
through June 30, 2022

Questions? Contact us today:



CALL:
Business Account Customer
Service
1-800-862-6200



VISIT:
Access your account online:
citizensbank.com



MAIL:
Citizens
Customer Service Center
P.O. Box 42001
Providence, RI 02940-2001

Effective June 12, 2022, the pricing for the Overdraft Fee and Returned Item Fee will be reduced to \$35. Also, effective June 12, we've limited the maximum number of Overdraft Fees and/or Returned Item Fees charged on any one business day to 8. If you have questions about these changes, please call us at the number listed at the top of your statement.

CHARTER SCHOOL FOR APPLIED TECHNOLOGIES Business Money Market

Business Money Market for XXXXXX-763-4

Balance Calculation

Previous Balance		367,522.65
Checks	-	.00
Debits	-	.00
Deposits & Credit	+	.00
Interest paid	+	6.04
Current Balance	=	367,528.69

Balance

Average Daily Balance	367,522.65
-----------------------	------------

Interest

Current Interest Rate	.02%
Annual Percentage Yield Earned	.02%
Number of Days Interest Earned	30
Interest Earned	6.04
Interest Paid This Year	36.44

You can waive the monthly maintenance fee of \$9.99 by maintaining a minimum daily balance in your account of \$2,500.
Your minimum daily balance used to qualify this statement period is: \$367,522
Your next statement period will end on July 29, 2022.

RECEIVED JUL 26 2022

Please See Additional Information on Next Page

Business Money Market for [REDACTED] Continued**TRANSACTION DETAILS FOR BUSINESS MONEY MARKET ACCOUNT ENDING 763-4**

Interest			Previous Balance	
<i>Date</i>	<i>Amount</i>	<i>Description</i>	367,522.65	
06/30	6.04	INTEREST	Total Interest Paid	
			+	6.04
Daily Balance			Current Balance	
<i>Date</i>	<i>Balance</i>	<i>Date</i>	<i>Balance</i>	<i>Date</i>
06/30	367,528.69		=	367,528.69

Charter School for Applied Technologies
317 Vulcan Street, Buffalo, New York 14207
BOARD OF TRUSTEES MEETING 6/21/2022

MINUTES

BOARD MEMBERS PRESENT: In person, Joseph Berti, Michael Keller, John Cinquino, Lisa Smith, Andrea Pasieka, Ian Donnelly, Danielle Salasavage, Steve Kottakis, Kevin Cornacchio, Jina Gentry

UNABLE TO ATTEND: Michael Stevens

OTHERS PRESENT: In person: Andrew Lyle, Garrick Loveria, Tanya Moore, Robert Shannon, Susan Jurewicz, Ann Morgante, Brett Lutterbein, Dara Seeley, Thomas Sullivan, Tara Jefferson, Nicole Killian, Keith Banas, Trevor McCabe

MINUTES

Motion to approve the June 7, 2022 Minutes, including permanent committee reports and those submitted under ad hoc committee, made by Mr. Kottakis, seconded by Mr. Cinquino. Minutes approved.

PUBLIC COMMENTS

None

PRESENTATION

Teacher Recruitment- Mr. Lyle began the discussion on teacher recruitment by stating that CSAT is hemorrhaging with the loss of teachers. The major issue at CSAT is the length of school day. In a discussion with Susan Gibbons at Charter School Office, he indicated that the state may be willing to entertain changes to help. Ms. Gibbons stated that she has heard from many charters on this issue. Mr. Lyle turned the meeting over to Ms. Morgante.

Ms. Morgante convened a meeting recently with HR & PR offices on ways to better advertise and market CSAT to prospective teachers. Thanks to Lori Allen and Emily Lyons, we now have a more uniformed listing of current teaching openings on our employment page. We've found that the WNYRIC site is not helpful so we are looking at social media sites such as LinkedIn and Indeed to post job openings.

For next year, we are exploring our own Career Fair and Open House for prospective teachers. We believe the marketing efforts we've used to recruit students, which has been successful, should be used utilized for teachers. We have a lot to brag about and will be refining our message in the weeks and months to come. We will continue to meet over the summer and fall to plan these ideas out.

In addition, we will reach out to reestablish partnerships with area colleges in student teaching, including colleges south and east of Buffalo (i.e. Fredonia State, and Rochester area colleges). Diversity and a passion to work with students and families in underserved communities needs to be a focus for future teacher recruitment. We should look to City Year and Teach for America for ideas on how they recruit individuals to work in the schools they partner with.

ADMINISTRATIVE REPORTS

Cabinet Report- Mr. Lyle reported that he has not heard any updates from Susan Gibbons at SED regarding the initial visit. Mr. Lyle asked Mr. Loveria to comment on the recent meeting with the M&T Bank Foundation. Mr. Loveria said that the meeting was regarding the ECCP program. The meeting went very well and as a result, M&T awarded CSAT \$25,000 for ECCP. The Foundation is very impressed with CSAT and Mr. Loveria feels we could be in line for future funding from M&T.

Principals Report

K-5: Mrs. Jurewicz reported that the Elementary School is wrapping up the school year with various class celebrations. We still have some students who need to finish up their end of year diagnostics. Main issue is absenteeism. We have well over 90% complete.

9-12: Ms. Morgante mentioned that graduation is tomorrow evening at Kleinhan's Music Hall. There is a separate room for the Board members to gather. Parking is going to be an issue so arriving before 6pm is recommended. We are still working with seniors who likely will not graduate in June. We are down to 9 and with additional help that number could drop to 4 for August graduation. Mr. Lyle commented that those are good numbers compared to charter and public schools, so kudos to the High School staff.

6-8- Mr. Lyle said that Middle School is also wrapping up end of year activities. The new principal Mr. Hayden met with the faculty and staff this week.

PERMANENT BOARD COMMITTEE

None

AD HOC COMMITTEES

Appeals- None

OLD BUSINESS

Policy on Sexual Harassment-Mr. Loveria provided the Board with an update to the Sexual Harassment policy that was presented at the June 7 meeting. A motion to accept

the updated Sexual Harassment Policy was made by Mrs. Pasieka, seconded by Mr. Cornacchio. Motion approved.

NEW BUSINESS

Policy on Child Abuse-Mr. Loveria referenced pages 6-12 in the packet on update to Child Abuse policy. The new language is in red, green is language that was moved to other areas of the policy. The main addition is annual training that most districts are now doing electronically. The guidelines for the Child Abuse Policy are provided by BOCES. A motion to accept the Child Abuse Policy update was made by Mr. Cinquino, seconded by Mr. Donnelly. Motion approved.

2022-23 Dress Code-Mr. Loveria referenced pages 13-14 of the packet on update to Dress Code. The proposal is to remove the words Gentlemen and Ladies. The Board members discussed the issue at length and decided to affirm the current policy.

Enrollment-Mr. Loveria discussed the proposed enrollment for 2022-2023 which as noted is above the maximum enrollment. We tend to over enroll knowing that there will be families that will drop out as per historical attrition. Overall, the enrollment numbers are in a good place.

Personnel-Mr. Lyle reviewed the personnel report. He highlighted new hires, notably the new middle school principal. There were several resignations and terminations as well as the usual leave of absence and family leave of absence. Other than that, the report is self-explanatory.

A motion to accept the Enrollment and Personnel report made by Mr. Keller, seconded by Mrs. Smith. Motion approved.

A motion to adjourn to Executive Session @5:35pm was made by Mrs. Pasieka, seconded by Mr. Donnelly. Motion approved. No votes were taken in Executive Session. A motion to adjourn the regular meeting@ 6:40pm was made by Mr. Keller, seconded by Mrs. Salasavage. Motion approved

Next Meeting: August 9, 2022 @ 4:30pm

Charter School for Applied Technologies
317 Vulcan Street, Buffalo, New York 14207
BOARD OF TRUSTEES MEETING 6/23/2020

MINUTES

BOARD MEMBERS PRESENT: **In person,** David Quackenbush, Michael Keller, John Cinquino, Robert Mikulec, Joseph Berti, Kenneth Robinson **Via Teleconference:** Andrea Pasieka, Michael Stevens, Ian Donnelly, Karen Kelley, Lisa Smith

UNABLE TO ATTEND: Danielle Salasavage

OTHERS PRESENT: **In person:** Andrew Lyle, Tanya Moore, Robert Shannon, Garrick Loveria, Thomas Sullivan, **Via Teleconference:** Ann Morgante, Sue Jurewicz, Gregory Mott, Brett Lutterbein, Daniel Scholze, Nicole Killion

MINUTES

Motion to approve the June 9, 2020 Minutes, including permanent committee reports and those submitted under ad hoc committee, made by Mr. Mikulec, seconded by Mr. Cinquino. Minutes approved.

PUBLIC COMMENTS

None

PRESENTATION

None

ADMINISTRATIVE REPORTS

Cabinet Report- Mr. Lyle said that the first set of guidelines for reopening schools will be issued by State Ed sometime in mid-July. However, CSAT is not waiting until then and has prepared reopening plans and will adjust once the state has sent guidelines. One of the main concerns is transportation and whether the current thinking of one child per seat is realistic. The Charter School Office is requiring us to send out a parent survey with a return date of early July. We are not provided with those results, so CAST is doing a separate survey to parents and staff to gauge their feelings on such topics as how they feel about sending their child back to school, would they transport their child to and from school and if athletics should be held.

Principals Report- Mr. Lyle asked each building principal to give a brief report for the Board:

K-5: Mrs. Jurewicz said that the last 3 ½ months have been very challenging, but that the teachers and staff have been amazing. Special thanks for Alison Kuitens for her work with technology. Teachers were asked to document each contact they have had with parents and to date, over 10,000 contacts were made! This week we are having a Kindergarten celebration (reverse parade) followed by the same for students in grades 1-5.

6-8: Mr. Mott also sends out kudos to the faculty and staff at the middle school. A virtual celebration of the 8th graders was shared with the Board as an example of what each teacher is doing for their students.

9-12: Ms. Morgante also shared her thanks to the teachers and staff at the high school, who she felt went above and beyond expectations. We are finishing grades this week. The graduation ceremony was a real highlight and a video of the entire ceremony will soon be posted to the school's website. This year 169 of 170 seniors graduated!

On behalf of the Board, Mr. Quackenbush thanked the principals and all the teachers and staff for all their hard work during one of the most difficult times we've experienced.

There was a brief discussion on the pros and cons of remote learning vs. human interaction with teachers. Mr. Lyle mentioned that this is something we are looking at to determine its effect on learning in the future.

PERMANENT BOARD COMMITTEES

Finance- No report.

AD HOC COMMITTEES

Appeals- No report

Facilities- No report

OLD BUSINESS- No report

NEW BUSINESS

Enrollment- Mr. Loveria reviewed the current enrollment, which is down by 1 from last month, now at 2341.

Personnel- Mr. Lyle reviewed the personnel report. There are several position changes, notably the addition of a full time Athletic Director and a new Assistant Principal at the elementary building.

A motion to accept the Enrollment and Personnel report was made by Mr. Mikulec, seconded by Mr. Keller. Motion approved.

Mr. Quackenbush made one final mention of Mr. Mikulec's retirement from the Board and announced that Mr. Mikulec has attended 272 Board meetings in his 20 years on the Board!

ADJOURNMENT

Motion to move to Executive Session at 5:08 pm made by Mr. Mikulec, seconded by Mr. Robinson. Motion approved. During Executive Session, Mr. Mikulec proposed that a revised motion on the Pillars to Pathway program be prepared for a vote at the August 11, 2020 Board meeting which will create a Memo of Understanding with the necessary details associated with the potential program. The motion was seconded by Mr. Robinson. Motion approved. A motion to adjourn the regular meeting at 6:06pm was made by Mr. Mikulec, seconded by Mrs. Pasioka. Motion approved.

Next Meeting: August 11, 2020, 4:30pm

CHARTER SCHOOL FOR APPLIED TECHNOLOGIES

2022-2023 School Year Calendar K-8

July						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

August						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

September						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

October						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

November						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

December						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Student Days: 185
Teacher Days: 191

JULY						
4th: Independence Day						
AUGUST						

24th,25th,26th New Teacher/Staff Orientation
29th-31st: No School Professional Devel. Day

SEPTEMBER						
1st: First Day of School-Full Day						
5th: School Closed-Labor Day						
23rd : 5-Week Progress Report						
OCTOBER						

10th: School Closed-Indigenous Peoples' Day
14th: No School Superintendent Conference Day

NOVEMBER						
4th: 1st Marking Period Ends						
10th : No School Parent/Teacher Conferences						
11th: School Closed-Veteran's Day						
24th & 25th: Thanksgiving Recess						
DECEMBER						

9th: No School Superintendent Conference Day
16th: 15-Week Progress Report
26th-30th: Winter Recess No School

JANUARY						
2nd: New Year's Day (Obs.)						
16th: School Closed-MLK Jr. Day						
27th: 2nd Marking Period Ends						
FEBRUARY						

FEBRUARY						
20th: School Closed-President's Day						
21st-24th: Winter Recess No School						
MARCH						

10th: 25-Week Progress Report
16th: No School Parent/Teacher Conferences
17th: No School Superintendent Conference Day

APRIL						
3rd-7th: Spring Recess No School						
19th-21st: NYS ELA Assessment Grade 3-8						
21st: 3rd Marking Period Ends						
27th: ELA Scoring Day-Project Based Learning Day						
MAY						

2nd-4th: NYS Math Assessment Grade 3-8
11th: Math Scoring Day-Project Based Learning Day
19th: 35-Week Progress Report
29th: School Closed-Memorial Day

JUNE						
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15th,16th,20th,21st:Grades 6-8 Final Exams-Half Days
19th: School Closed-Juneteenth
22nd: Last Day of School-K5:Full Day MS:Half day
22nd: 4th Marking Period Ends
23rd: Last day for Faculty

January						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
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26	27	28				

March						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
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April						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
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May						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
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21	22	23	24	25	26	27
28	29	30	31			

June						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
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11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

- Recess-No School
- No School for Students
- Student First/Last Day
- Half Days-Noon Dismissal 6-8
- Prof. Dev. Day/Conference Day-No School for Students/Superintendent Days

CHARTER SCHOOL FOR APPLIED TECHNOLOGIES

2022-2023 School Year Calendar HS

July						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

August						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
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6	7	8	9	10	11	12
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20	21	22	23	24	25	26
27	28	29	30	31		

September						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
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3	4	5	6	7	8	9
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17	18	19	20	21	22	23
24	25	26	27	28	29	30

October						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
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23	24	25	26	27	28	29
30	31					

November						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
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13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

December						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
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3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Student Days: 185
Teacher Days: 191

JULY

4th: Independence Day

AUGUST

16th, 17th NYS Regents Exams
24th-26th New Teacher/Staff Orientation
29th-31st: No School Professional Devel. Day

SEPTEMBER

1st: First Day of School-Full Day
5th: School Closed-Labor Day
23rd : 5-Week Progress Report

OCTOBER

10th: School Closed-Indigenous Peoples' Day
14th: No School Supt. Conference Day

NOVEMBER

4th: 1st Marking Period Ends
10th : No School Parent/Teacher Conferences
11th: School Closed-Veteran's Day
24th & 25th: Thanksgiving Recess

DECEMBER

9th: No School Supt. Conference Day
16th: 15-Week Progress Report
26th-30th: Winter Recess No School

JANUARY

2nd: New Year's Day (Obs.)
16th: School Closed-MLK Jr. Day
24th-27th NYS Regents Exams
27th: 2nd Marking Period Ends
30th: Scoring Day-Project Based Learning Day

FEBRUARY

20th: School Closed-President's Day
21st-24th: Winter Recess No School

MARCH

10th: 25-Week Progress Report
16th: No School Parent/Teacher Conferences
17th: No School Supt. Conference Day

APRIL

3rd-7th: Spring Recess No School
21st: 3rd Marking Period Ends
27th: No School-Project Based Learning Day

MAY

19th: 35-Week Progress Report
29th: School Closed-Memorial Day

JUNE

14th-16th, 20th-22nd NYS Regents Exams
19th: School Closed-Juneteenth
22nd: Last Day of School
22nd: 4th Marking Period Ends
23rd: Last day for Faculty & Scoring Day

January						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
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18	19	20	21	22	23	24
25	26	27	28			

March						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
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11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

April						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

May						
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6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

June						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

Recess-No School
No School for Students
Student First/Last Day
NYS Regents Exams
Prof Dev.
Day/Supt.Conference Day-No School for Students

BOT Approved: June 24, 2022

TOWN OF TONAWANDA
BUILDING DEPARTMENT

CERTIFICATE OF OCCUPANCY

THIS IS TO CERTIFY THAT THE PREMISES LOCATED AT 2303 KENMORE AVENUE, TONAWANDA, NEW YORK 14150, OPERATED AS A(N) C5.5 - SCHOOL BY CHARTER SCHOOL FOR APPLIED TECHNOLOGY AND CONSTRUCTED UNDER BUILDING PERMIT NO. BP2001-120 (CONVERT OFFICE BUILDING TO SCHOOL, GYMNASIUM, & STAIR TOWER ADDITIONS), WERE INSPECTED BY DAVID J. JOHNSTON OF THE TOWN OF TONAWANDA ON NOVEMBER 6, 2001 AND FOUND TO BE IN SUBSTANTIAL COMPLIANCE WITH APPLICABLE PROVISIONS OF THE NYS UNIFORM FIRE PREVENTION & BUILDING CODE AND THE CODE OF THE TOWN OF TONAWANDA AS SPECIFICALLY RELATED TO THE CONSTRUCTION COMPLETED UNDER BUILDING PERMIT NO. BP2001-120 AND OCCUPANCY IS HEREBY PERMITTED.


MICHAEL P. HAZEN
SUPERVISING BUILDING INSPECTOR

NOVEMBER 6, 2001

Town of
Tonawanda

TOWN OF TONAWANDA
BUILDING DEPARTMENT

CERTIFICATE OF OCCUPANCY & COMPLIANCE
PLACE OF PUBLIC ASSEMBLY

(POST CONSPICUOUSLY AT ENTRANCE TO PLACE OF PUBLIC ASSEMBLY)

THIS CERTIFIES THAT THE PREMISES LOCATED AT 2245 KENMORE AVENUE, TONAWANDA, NEW YORK 14150, A A-3 CAFETERIA / AUDITORIUM OPERATED AS "CHARTER HIGH SCHOOL for APPLIED TECHNOLOGIES", WERE INSPECTED BY Patrick Cunningham OF THE TOWN OF TONAWANDA ON NOVEMBER 15, 2005 AND FOUND TO BE IN SUBSTANTIAL COMPLIANCE WITH THE TERMS AND REQUIREMENTS OF THE NYS UNIFORM FIRE PREVENTION & BUILDING CODE AND THE CODE OF THE TOWN OF TONAWANDA AND OCCUPANCY IS HEREBY PERMITTED. THIS CERTIFICATE MAY BE REVOKED SHOULD THE PREMISES NOT BE MAINTAINED IN ACCORDANCE WITH THE PROVISIONS OF THESE CODES.

MAXIMUM OCCUPANCY PERMITTED - CAFETERIA SEATING 154 PERSONS
AUDITORIUM SEATING 330 PERSONS

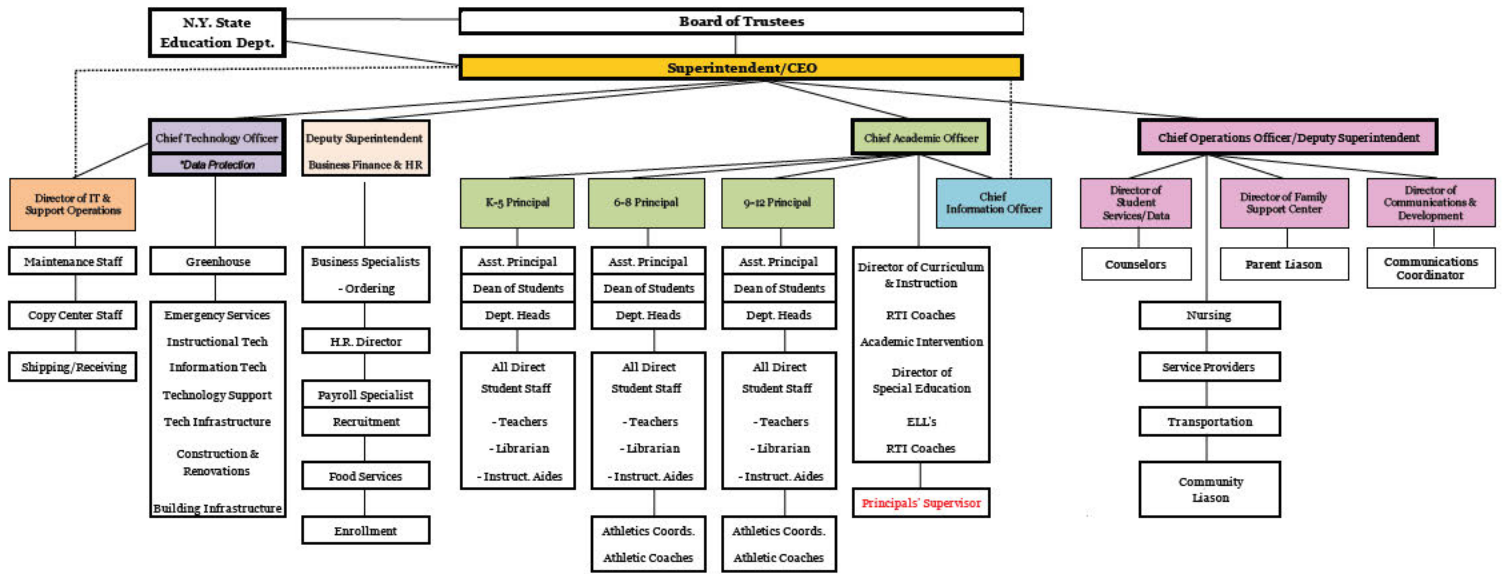

MICHAEL P. HAZEN
SUPERVISING BUILDING INSPECTOR

11/15/05



Charter School for Applied Technologies

Organizational Chart





CITY OF BUFFALO

Certificate of Occupancy

Certificate No. **201541**

In accordance with the appropriate laws of the State of New York and/or the Ordinances of the City of Buffalo the structure(s) located at **1902 HERTEL** Buffalo, New York, having been inspected and found to conform substantially to applicable laws, ordinances, rules or regulations, said structure(s) is hereby certified for occupancy. This certificate is issued subject to the limitation herein specified and is valid until revoked unless automatically voided by the conditions set forth on the reverse side of this certificate.

James Comerford
 Commissioner of Permit and Inspection Services

Date Issued: 10/24/2014

Total Occupancies

No. Units: N/A

No. Stories: 3

No. Rooms: N/A

Building Type: 3B

Construction: Masonry

Class: E

Zoning District: R-2

Smoke Detectors: Y

Carbon Monoxide Detectors: Y

Application Under Building Code of NYS

Permit No: 229167

Permit Date: 01/23/2014

Receipt No: N/A

Inspector: Piccolo, Michael

Date Inspected: 07/16/2014

Building Usage:

Story

Use

Basement:

1st Floor:

2nd Floor:

3rd Floor:

SEE REVERSE SIDE