

Charter School for Applied Technologies  
317 Vulcan Street, Buffalo, New York 14207  
**BOARD OF TRUSTEES MEETING 02/13/2024**

**MINUTES**

**BOARD MEMBERS PRESENT: In person,** Joseph Berti, Lisa Smith, John Cinquino, Andrea Pasioka, Jina Gentry, Danielle Salasavage, Ian Donnelly, Kevin Cornacchio, Steve Kottakis, Bryan Carlo

**UNABLE TO ATTEND:** Terrell Chambers

**OTHERS PRESENT: In person:** Andy Lyle, Garrick Loveria, Tanya Moore, Keith Banas, Nicole Killion, Chris Bigouette, Lindsey Gress, Tara Puff, Tara Jefferson, Ann Morgante, Shane Lynch, Patrick Heyden, Sarah Monaco, Brett Lutterbein, Michelle Kenneth, Nadine Williamson, Town of Tonawanda Police officers (TIPS) Taber, Kiser, Ienco and Steve Horton (M3 Program)

**MINUTES**

Motion to approve the January 9, 2024, Minutes including permanent committee reports and those submitted under ad hoc committee, made by Mr. Kottakis, seconded by Mr. Carlo. Minutes approved.

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**PUBLIC COMMENTS**

None

**PRESENTATION**

Career Coordinator (9-12) Chris Bigouette and student Hadia Natiq (12<sup>th</sup>) presented information about the internship component of the Early College and Career Pathways (ECCP) program that recently concluded with the M&T Bank's Tech Hub. The internship opportunity that ran from October through December focused on professional development of five CSAT Senior interns. Senior Hadia Natiq discussed how she gained experience with the coding program, Python, and how this career exposure helped inform her decision to pursue computer science following graduation.

High School Assistant Principal Michelle Kenneth provided a presentation about the school's ongoing efforts this year to intervene with students who are chronically absent or in danger of being chronically absent at the high school. For the 2023-2024 school year CSAT has partnered with both the Town of Tonawanda Police Dept. and the M3 Gang Diversion program to act as attendance interventions that extend beyond the typical reach of a school. The Town of Tonawanda Police Dept. was represented by officers Taber, Kiser, and Ienco who all work in the juvenile division through the department's TIPS program. The M3 program was represented by Steve Horton who runs out of an arm the Southwest

Keys Diversion program. Kenneth indicated that at the end of the first semester, only 14% of high school students classified as chronically absent which is roughly a 50% decrease from the prior year at the midway point. Additionally, average daily attendance in the high school was 85% last year while this year's attendance is on track to reach as high as 89% reclaim numerous student contact days. Responding to Trustee questions regarding how these improvements have been made, Officer Kiser stated that TIPS officers conduct a number of home visits to meet with students and families to determine how the force might provide family support that would encourage regular student attendance. Horton also provided an overview of the interventions used by the M3 program which focused on student confidence and female empowerment. Lastly, Kenneth provide a few specific cases as examples of where the joint efforts to combat truancy have made a positive impact.

### **ADMINISTRATIVE REPORTS**

**Cabinet Report** – Mr. Lyle announced that he had electronically distributed the current charter via email to all trustees. The renewal cycle period will begin with the renewal application to be submitted August 15, 2024, after which a team of NYSED Charter School Office auditors will schedule and conduct their onsite visit to CSAT. As in prior renewal years the school will be evaluated on its academic performance, financial viability and faithfulness to the charter. A third party company will accompany a CSO representative to the renewal site visit and be responsible for writing the renewal recommendation which will then either be approved or not by the attending CSO representative which in the past has been Susan Gibbons. This report will then go to the Board of Regents for renewal vote. Lyle will be presenting the CSAT Board with the 10 renewal benchmarks at successive Board meetings in a digestible fashion. Nadine Williamson will facilitate a walk-through of the academic dashboard and other academic growth data that will be needed by trustees. CSAT's academic proficiency and growth data will be compared as in past renewals to both KenTon and Buffalo Public Schools. Prior to the CSO the Board will also receive a synopsis of academic performance for review.

### **PERMANENT BOARD COMMITTEE**

**Quality Assurance** - None

**Career Readiness** – Mr. Kottakis recounted the last career readiness meeting on February 9<sup>th</sup>, 2024, which focused largely on internship expansion with the two greatest constraints relating to expansion being the need for another internship instructor along with additional bussing to transport internship students out to their respective placements. The CR committee plans to present information regarding a student CR platform (Xello) that it would like to purchase at a future Board meeting. The purpose of this digital platform is to expand K-8 opportunities, house all interest inventories with a long-term goal of warehousing and organize individualized student CR portfolios.

**Finance** - None

## **AD HOC COMMITTEES**

**Appeals-** Mr. Donnelly reported on two appeal decisions that the Appeals committee had recently reviewed. Both appeals involved the permanent suspension of high school students, the first involved a student who participated in a physical altercation following a high school athletic event, this appeal was denied. The second appeal remains pending but is under consideration.

## **OLD BUSINESS**

**Transportation:** Mr. Lyle reported that an initial meeting with Larry Quinn (former BPS Board member) has been scheduled to discuss how CSAT might proceed best in approaching a renewed transportation agreement.

## **NEW BUSINESS**

**Policy (*Workplace Violence Prevention Program*)** – Mr. Loveria provided an overview of the mandatory policy and fielded several questions from trustees. Motion to approve the WVPP policy by Mr. Kottakis, seconded by Mr. Cinquino. Policy approved.

**Enrollment** – Mr. Loveria presented the current enrollment which stands at 2313 students.

**Personnel** – Mr. Lyle reviewed the personnel report. He highlighted two new hires, one of which being an ex-CSAT graduate along with the part-time rehire of retired Maintenance head Don Pohlman. Additionally, nine substitute candidates have cleared finger printing and are ready to be engaged in daily subbing duties. Lastly, there were five resignations including the Director of Communications who recently took a promotion with a medical startup company. Motion to approve the Personnel report by Mr. Kottakis, seconded by Mr. Cinquino. Personnel report approved.

A motion to enter executive session at 5:55 pm to discuss a personnel matter by Mr. Cornacchio, seconded by Ms. Smith. Motion approved.

Motion to exit executive and adjourn the regular meeting at 6:10 pm was made by Mr. Kottakis, seconded by Mr. Cinquino. Meeting adjourned.

Next Meeting: March 12<sup>th</sup>, 2024 @ 4:30 pm