

Charter School for Applied Technologies

Board Meeting Minutes

November 12, 2024



Public Comments (5 minutes)

NA

Minutes (5 minutes)

- Minutes from 10.08.2024
 - Motion to approve – J. Berti
 - Second – Andrea Pasieka
 - Minutes approved.

Presentation: Greenhouse – Ms. Cozad

- Ms. Cozad discussed the ongoing activities of the greenhouse and how it had a positive impact on the community- resulting in students participating in activities with the Buffalo Zoo and other conceptual understandings within plant science and “educational habitats”, hosting author of Priscillia’s Hollyhocks, Frog & Toad, and a world of inquiry using the greenhouse as a springboard.

Administrative Reports (5 minutes)

- **Administrative Report** - Mr. Lyle
 - We had a great renewal cycle with Karen Laba and Susan Gibbons, with no questions from them, which is an excellent outcome. Dr. Lisa Long wants to visit. She will be here on November 14th to see the school and the programs we offer, especially ECCP. Classified as “an informal visit.” Discussion of recruitment for ENL and Sped and trying to meet the targets for that, due to the predominance of our students hailing from Buffalo. Mr. Lyle expressed gratitude to Kara Oliver-Perez for her continued efforts in recruitment of students. Mr. Cinquino proposed the idea of taking small groups of band and chorus students to locations for recruitment, and Mr. Loveria indicated that they are also trying to increase group tours here at CSAT to showcase offerings.

Permanent Board Committees

- **QA** – None
- **Finance** – None
- **Career Readiness** – Mr. Kottakis/Mr. Cornacchio
 - Mr. Kottakis discussed increase in internships and bussing. Currently about 70 internships. Request for a van was discussed. Best way to move forward is to discuss the goals for use of the van for purposes of internships and on-campus experiences – possibility of 9 or lower per ride. Would be used at 75% capacity for spring and a second vehicle would be needed in the fall to supplement for college experiences as well.
 - Timeline on proposal – next week to finance committee meeting. Next board meeting is presentation and vote.

Ad Hoc Board Committees

- Appeals – (10 minutes)
 - Mr. Donnelly discussed multiple appeals that were denied and one that is under review currently.

Old Business

Transportation (*ongoing*) – Mr. Lyle (5 minutes)

- **Mr. Lyle** – Our contract is at legal in Buffalo, will be on board agenda for the next month in Buffalo.

Trustee Re-vote (Carlo, B.) – Mr. Loveria

- **Motion:** Lisa Smith
- **2nd:** Ian Donnelly

New Business

- **Out-of-State Band Trip – Mrs. Martinez and Mr. Sibbitts (10 minutes)**
 - Mrs. Martinez and Mr. Sibbitts presented a request for funding for the band trip – along with choir. Due to sharing students in both band and choir. Details of the trip and proposal are on pp. 6-8 of board packet and include student conduct and details of schedule. Approximately 70 students – marching band (7-12), mixed chorus, and select treble choir. Main goal is to allow students a performance opportunity outside of this area, who rarely get the opportunity to go out of the city, even NY. Adjudicated performances to help students gain perspective and providing multiple opportunities to receive feedback from others than the teachers.
 - Updates: 44 and 58 students in band and chorus, respectively. Success of the middle school music program is helping to foster the quantity and quality of music students. Looking to interact more with the community via events that they take students to, and they perform. Music for rails, boat concerts, chorus gigs, and other partnerships with local colleges, for ex the UB Marching Band that was a live, televised event, and Canisius performance with the pep band.
 - Discussion with the board about attending with 7th and 8th grade students as a great mentoring experience for students. Last year only 8 MS students attended for example. Chaperones are middle school parents and teachers.
 - Motion to approve: Lisa Smith
 - 2nd: John Cinquino
 - Approved.
- **Enrollment – Mr. Lyle (5 minutes)**
 - Mr. Lyle discussed that enrollment is down. Mr Loveria discussed the transition – we are 72 down in report, but we are actually at 66 now. We are at 2299 right now. These students entered the HS. These are being done in batches with timeframes for families to respond. Our losses are coming with out of state transition where families have multiple students here – and with consecutive 20-day absences, as mandated.
 - Mr. Lyle discussed the difficulty with possibly getting 66 more students this year. Looking at different avenues for recruiting. Discussion of “recruiting” and “marketing” – and why they don’t always come to CSAT, having applied to multiple schools and being on waitlists. Mr. Lyle discussed the process of how the waiting list works and how students apply and are released from the waiting list per NYS.
- **Personnel report – Mr. Lyle (10 minutes)**
 - Mr. Lyle discussed new hires that are replacements and rehires, substitutes, changes from long term and day-to-day subs, and some other personnel changes.
 - Motion – Andrea Pasioka
 - Second – Steve Kottakis
 - Approved.

Board going into Executive Session – 5:56 pm.

- Motion – John Cinquino, Second – Ian Donnelly

Agenda Setting

Next meeting is **December 10, 2024**

- Motion to end the meeting Jason Campbell: (Board was in Executive Session to discuss issues related to personnel)
- Second – Kevin Cornacchio
- Meeting adjourned at 6:10pm.

Next Meeting – December 10, 2024

Attendance in person: Joseph Berti, Jason Campbell, Ian Donnelly, Lisa Smith, Kevin Cornacchio, John Cinquino, Jina Gentry, Terrell Chambers, Andrea Pasioka, Steve Kottakis

Others: Andy Lyle, Garrick Loveria, Tanya Moore, Bob Shannon, Ann Morgante, Brett Lutterbein, Dara Seeley, Patrick Heyden, Sue Jurewicz, Nadine Williamson, Sarah Monaco, Chris Bigouette, Lindsay Gress, Tara Jefferson, Shane Lynch, Nicole Killion, Tara Puff, Sara Martinez, Bryan Sibbitts, Cindy Cozad