

# Charter School for Applied Technologies

## Board Meeting Minutes

December 10, 2024



### Public Comments (5 minutes)

NA

### Minutes (5 minutes)

- Minutes from 11.12.2024
  - Motion to approve – John Cinquino
  - Second – Ian Donnelly
  - Minutes approved.

### Presentation:

### Administrative Reports (5 minutes)

- **Administrative Report** – Lisa Long, Director of CSO - visited CSAT - she was pleased with the visit, and she does not see any reason to not support a five year renewal.

### Permanent Board Committees

- **QA** – Andrea Pasieka
  - Ms. Pasieka discussed the handouts from the QA meeting. Comparisons of testing scores from the state to BPS to CSAT. Discussion about why the numbers were where they are.
    - Ms. Smith recommended that the numbers be posted to board. Mr. Lyle reported that the data is available on the NYS website – school report card.
  - Ms. Pasieka highlighted details from the reporting.
    - New computer test for grades 5 and 8
    - CBT practice
    - Teachers do not see computer-based assessments prior or there is not a consistent pattern
    - Vocabulary approach – high school
  - Discussion of computers, google, practice tests, simulations, technology aspects of assessment
  - **Report out on the simulations in January/February per Mr. Berti**
  - **Middle School** – AIS plan
  - **High School** - Science is the area that needs improvement, challenges with teachers
- **Finance** – Independent auditors
  - Auditor presented from Lumsden McCormick – John George discussed financial statements audit via the board “Audit Presentation” packet.
    - Unmodified opinion – “clean opinion” – no issues with audit or financial statements. No findings to report. This year’s major programs were Title I and ESSR (fully lapsed as of September 30). Tax filing has been extended to May 15 this year.
    - Obtained reasonable insurance that the financial materials are in good standing – able to meet all deadlines with NYS.
    - One audit adjustment for this year. Schedules have been given to Tanya Moore.
    - Nothing affected the financials this year. No deficiencies or material weaknesses.
    - Recommendations have been taken into action.
      - Approval of final payroll register – someone independent of payroll should do this.
      - Time and effort certifications – signing off on time allocated to grant programs
    - Financial statements were discussed – net income of \$3.2 million, highly dependent on investment activity year to year – with market and income. Expenses went up in proportion to revenue.
      - Awards, investment activity, interest, expenses by function, and income were all discussed through the board’s packet.
      - Cash balance of \$11.9 and investments of \$27.9 million, healthy cash position. No concerns at all from the auditors.

- Discussion of expenses related to the after-effects of COVID and funding that has lapsed at this point. Ms. Moore highlighted that this is an accrual-based budget – we have yet to receive some funds. Management letter highlights some recommendations (best practices).
- **Career Readiness** – none

### **Ad Hoc Board Committees**

- Appeals – (10 minutes) – Mr. Donnelly
  - One appeal that was granted with conditions. Agreed by all parties and the outcome is good.

### **Old Business**

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

- Mr. Lyle said we are waiting to hear from Buffalo. Must be signed for next year.
- Mr. Loveria – we now have a shuttle. Mr. Bigouette discussed the schedule for use of the shuttle for on-campus classes and internship this spring.
- 68 intern students and classes at SUNY Erie.

### **New Business**

- **Policy (receive)**
  - Mr. Loveria introduced policy reviews for school safety, lockdowns/evacuations/mandatory drills, equal educational opportunities, student voting registrations, Title IX.
  - Discussion about police officers and drills.
    - Motion to approve: John Cinquino
    - 2<sup>nd</sup>: Ian Donnelly
    - Motion approved.
- **Enrollment** – Mr. Lyle (5 minutes)
  - Mr. Loveria discussed increase in enrollment, is up but with minimum waitlists available.
- **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 – John Cinquino
    - Second – Terrell Chambers
    - Approved.

### **Board going into Executive Session – 5:43pm**

- Motion – Andrea Pasioka, Second – Bryan Carlo

### **Agenda Setting**

Next meeting is **January 14, 2025**

- - Motion to end the meeting: (Board was in Executive Session)
- - Second:

### **Next Meeting – December 10, 2024**

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

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