

Charter School for Applied Technologies
317 Vulcan Street, Buffalo, New York 14207
BOARD OF TRUSTEES MEETING 05/9/2023

MINUTES

BOARD MEMBERS PRESENT: In person, Joseph Berti, Michael Keller, Andrea Pasioka, Ian Donnelly, Danielle Salasavage, Steve Kottakis, Jina Gentry, Kristin Elmore-Garcia

UNABLE TO ATTEND: John Cinquino, Lisa Smith, Kevin Cornacchio

OTHERS PRESENT: In person: Andrew Lyle, Garrick Loveria, Tanya Moore, Bob Shannon, Sue Jurewicz, Sterling Stearns, Ann Morgante, Brett Lutterbein, Patrick Heyden, Dara Seeley, Lori Allan, Tara Jefferson, Keith Banas, Daniel Scholze, Nicole Killian, Trevor McCabe, Thomas Sullivan (via audio tele-conference).

MINUTES

Motion to approve the April 11, 2023 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

Recruitment Plan- Mr. Loveria and Mrs. Moore presented an overview of a recruitment plan for new teachers and the retention of our current staff. Here are the highlights that were discussed:

Challenges: At present that are four openings, and more likely. The competition from districts throughout WNY is intense. Our longer school year and school day makes it more challenging to recruit in addition to the current national shortage of teachers. Our current recruitment process mirrors that of other schools in WNY.

Positives: Our on-boarding process is one of our strengths. It helps new hires to acclimate themselves to the culture of CSAT.

Goals: Retaining the best talent is the most important issue that all schools face and certainly a major focus of our efforts.

Current process- CSAT is attending all teacher recruitment days. We also utilize the BOCES site called WNYRIC where we post our teacher openings in addition to our own HR site. We also utilize City Year Buffalo and the Buffalo Urban League Fellows Program, which is an effort with the Cullen Foundation. We are on social media platforms including LinkedIn.

Future Plans: Re-align our hiring process and hire a recruiter to work with our HR Department. We will update our on-line application process and use teacher testimonials. We are exploring a national recruitment program though that may prove too costly. We will continue to work with our local colleges and universities to actively recruit new teachers. We will institute a front-line digital program to assist with the recruitment process and to assist us with substitute teachers.

There was discussion after the presentation which included Pre-K Day care and its feasibility, competitive environment with local school districts and teacher incentive programs.

ADMINISTRATIVE REPORTS

Cabinet Report- Mr. Lyle gave a brief report. The Board Calendar for 2023-2024 was distributed. The school Calendar has one change that reflects a change in scoring days to align with Buffalo's scoring days. A vote is needed to approve the calendar. A motion to approve the updated 23-24 Calendar was made by Mrs. Pasieka, seconded by Mr. Donnelly. Motion approved.

Quality Assurance/Administrative Team- Ms. Morgante reported on Gr.3-8 testing (please refer to handout). We had a 99% participation rate on the ELA testing. There was discussion on the opt-out rate of other schools in NYS which affects the test results. CSAT has one of the lowest opt-out rates. The students took the test seriously. We are working on common language in creating a vision to reflect a K-12 approach to instruction. Also included in the packet are discipline and attendance charts for review. One of our goals this summer is to address the concerns over attendance and discipline. We have approximately 40 High School seniors who we are concerned with regarding graduation. We will be having some serious conversations with them shortly. We will allow them to make up their work but the main issue for some is their attendance. A reminder that Graduation will be held on June 23, 7pm at Kleinhan's.

PERMANENT BOARD COMMITTEE

Career Readiness- Mr. Kottakis discussed the highlights of the last CR Committee meeting which included:

We are awaiting Senior Data on effectiveness of Career Readiness Programming. Mrs. Errington is working with those seniors who have yet to decide on their future after CAST.

We are seeing the positive effects of the ECCP program on High School recruitment which is good news.

Finance- Discussion will take place in Executive Session

AD HOC COMMITTEES

Appeals-Mr. Donnelly reported that there were three appeals. Two of the appeals were upheld. One was for repeated discipline issues and the other was for possession of a fake gun. The other appeal is still in process with Mr. Cornacchio.

Facilities- Mr. Shannon reported on the HS crosswalk. The Town of Tonawanda is backed up with projects, including the crosswalk. We did submit new drawings which were approved. Bids are now out, and vendor meetings will be conducted soon. We hope the project will be finished by the end of the summer.

OLD BUSINESS

Transportation-Discussion will take place in Executive Session.

NEW BUSINESS

Enrollment-Mr. Loveria said that we are down in enrollment which can be attributed to the number of students who were permanently suspended and are awaiting placement in other schools. As the school year is almost complete, we are not accepting any new students. The projected enrollment at years end will be a few students below the budgeted number, but it will not have a negative effect on the budget.

Personnel-Mr. Lyle reviewed the personnel report. He highlighted the number of new hires, along with a few position changes and resignations. We continue to actively recruit substitute teachers. Other than that, the report is self-explanatory.

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

New Board Member- Mr. Berti briefly discussed the meeting some of the members had with prospective new member, Mr. Terrell Chambers. All comments reflected a positive interaction with Mr. Chambers.

A motion to approve Terrell Chambers as a new member of the CSAT Board of Trustees was made by Mr. Berti, seconded by Mr. Kottakis. Motion approved.

A motion to adjourn to Executive Session @ 5:50pm 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 at 6:05 pm was made by Mr. Keller, seconded by Mrs. Gentry. Motion approved.

Next Meeting: June 6, 2023, @4:30pm