

Charter School for Applied Technologies  
317 Vulcan Street, Buffalo, New York 14207  
**BOARD OF TRUSTEES MEETING 10/10/2023**

**MINUTES**

**BOARD MEMBERS PRESENT: In person,** Joseph Berti, John Cinquino, Steve Kottakis, Lisa Smith, Jina Jentry, Andrea Pasieka, Bryan Carlo, Ian Donnelly

**Via Teleconference:** none

**UNABLE TO ATTEND:** Danielle Salasavage, Ian Donnelly, Terrell Chambers, Kevin Cornacchio

**OTHERS PRESENT: In person:** Andrew Lyle, Garrick Loveria, Tanya Moore, Sue Jurewicz, Patrick Heyden, Dara Seeley, Ann Morgante, Brett Lutterbein, Yaritza Draine, Nicole Killion, Dan Scholze, Shane Lynch, Tara Jefferson, Eryn Morris, Tanya Mank

**MINUTES**

Motion to approve the September 12, 2023 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**

Mr. Berti reintroduced Mr. Bryan Carlo, who was voted in as our newest Board Trustee in September. Mr. Carlo is a 2009 graduate of CSAT and is currently attending law school.

MS: Mr. Heyden and Mrs. Seeley provided an update on Middle School data. Although it is early in the year, iReady diagnostics have shown modest gains and are trending in the right direction. In the areas of ELA and Math, students are showing improvement and Mr. Heyden feels confident that growth will continue. Growth rates are as follows:

Grade 8: ELA 21%, Math 13%

Grade 7: ELA 11%, Math 17%

Grade 6: ELA 1%; Math 15%

Mrs. Seeley note that CSAT's assessment opt-out rate is well below rates for both area charter and districts (below 1% refusal, vs. 21-32% refusal among area charters/districts). Areas of focus for academic student support include AIS and

enrichment. Both Mr. Heyden and Mrs. Seeley noted that building coaches were doing an amazing job providing support to both students and new teachers, conducting course level meetings and classroom pop-ins.

### **ADMINISTRATIVE REPORTS**

**Cabinet Report-** This year we will once again conduct a Holiday Sponsor-a-Family program to assist CSAT families. Last year, we were able to help over 100 families with needs for the holidays. Mr. Walter has sent a flyer out to all CSAT staff and the Board of Trustees. Mr. Berti thanked those Board members who participated in the past and invited them to consider donating this year.

Mr. Lyle and others from the leadership team visited Niagara-Wheatfield High School for a demonstration of Opengate, a security system CSAT is researching. We are also looking at another option, Evolve. Information regarding a demonstration will be forthcoming. These systems provide automatic screenings of visitors for threat detection.

The enrollment process was discussed at the last meeting, including a discussion on academic records of incoming students. Previously, we had been told that we could not request academic records until a student was accepted. Our attorneys have advised us that the school can request academic records prior to enrollment. This will be presented at the November board meeting for vote.

**ES:** Mrs. Jurewicz noted that the Elementary School is nearing completion of beginning of the year diagnostic testing. The school continues their partnership with the UB School of Graduate Education. Graduate students will work with all grades, with the largest focus on Grade 1.

**HS:** Mr. Lutterbein noted that five-week grades are coming out. The school continues to interview for a Computer Science position; staffing issues remain a concern but overall, the students are doing well. The HS conducted a well-attended orientation for all incoming freshman and students new to CSAT. This provided both students and families the opportunity to visit the building, learn more about what we offer and take a tour of the building.

### **PERMANENT BOARD COMMITTEE**

**Quality Assurance-**Ms. Morgante provided a QA update. The team is focusing on several components including student performance, teaching, learning, culture and climate; all of which will be assessed during our charter renewal. It was noted that student data has shown gains in ELA and Math. The QA committee will discuss Regent's Data at their November meeting, as we need improvement in ELA, Math, Science and Social Studies scores.

**Career Readiness-** Mr. Christopher Bigoutte was recently appointed Grade 9-12 Career Coordinator; he is off to a good start and working to fill internships for the 23-24 school year. CSAT is looking to fill 44 positions with a focus on placement in larger companies which offer variety for positions. Mr. Bigoutte will work closely with our new K-8 Career

Coordinator, Ms. Lindsey Gress, in clarifying our K-8 Curriculum with a focus on continuity. Ms. Gress, a new hire from North Carolina, will attend our November Board.

### **AD HOC COMMITTEES**

**Appeals-** Mr. Donnelly reported on two appeals: one for a Middle School student and one for a High School student. A review was completed, and the permanent suspension was upheld for the HS student.

### **OLD BUSINESS**

**Transportation:** Mr. Lyle reported that transportation continues to be an ongoing issue. Timing has improved for Buffalo buses, but we continue to see issues with Districts who send one bus to pick up for all three CSAT buildings, causing delays. CSAT continues to explore options to improve busing as our bus contract with Buffalo ends this school year.

### **NEW BUSINESS**

**Foundation-** *See transportation report.*

**Enrollment** – Enrollment continues to be a challenge. Offers are being made to students on the waitlist, however, many have already settled into the year at other schools. The recruitment of students remains a struggle at all Charter schools. School leadership attributes these challenges to increased charter competition and transportation difficulties.

**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. Recruit will be discussed further at the next BOT's meeting in November. Other than that, the report is self-explanatory.

A motion to accept the Enrollment report made by Mrs. Smith, seconded by Mr. Kottakis. Motion approved.

A motion to adjourn the regular meeting at 6:03 pm was made by Mr. Kottakis, seconded by Mrs. Cinquino. Motion approved.

Next Meeting: November 14, 2023 @ 4:30 pm