

Charter School for Applied Technologies

Board Meeting Minutes

March 12, 2023



Public Comments (5 minutes)

Minutes (5 minutes)

- Minutes from February 13, 2023
 - Motion to approve – Ian Donnelly
 - Second – Bryan Carlo
 - Minutes approved.

Presentation

Career Readiness

Career Coordinators Chris Bigouette (9-12) and Lindsey Gress (K-8) presented about Xello and ECCP. Xello is a career readiness program that can tie entire school to ECCP and school's mission. Need an online repository to house and inform our programming. Asked for funding for this program to track student growth and career development over time.

- Summarizes student work into a portfolio at the end of student career at CSAT/graduation
- Scaffolded learning journey – options that work for individual students, helps to create a plan, learn, and reassess
- Admin- track and create a KPI dashboard to look at what's being used and how to inform our programming,
 - Counseling can use for course planning tools and access to log in for individual work with students – tracks and holds everything all in one place, internships tracking, career assessments, builds efficiency
- Tracking for students, post-graduation – can be used after graduation by students/alumni AND parental access
- Scholarship matching program for students and integration of the college application program, two-year, four-year, and certificate programs, and other programs like CPR certs, summer internships, etc.
- Streamlines process of building career programming with the ideas with mission of being “career ready”/college and career preparation
- K-5: gamified learning – “career town” and self-discovery and setting future goals, opportunities for extension lessons to support SEL (self-awareness, responsible decision making, etc)
- 6-8: social media feed setup, dashboard for exploring careers and beginning to create portfolio – connection of middle to high school
- 9-12: dashboard feed “social media” a la LinkedIn, customized bulletin board for school events, resume building, personalized student portfolios, FAFSA help, college applications, integrates Clearinghouse data
- What would this offset? (Berti) Time. Helps with paperwork load and efficiency. Concern over implementation/roll out – who, how it will be managed, and accountability for use. Chris: initially Lindsay and Chris, then counselors at all three schools, then curriculum, business dept at HS, and other areas where there is career integration.

Finance committee will take into consideration next week at meeting.

Recruitment/Retention Plan

Garrick Loveria presented the staff recruitment plan. Discussed how a subcommittee was formed with the goal that all positions were filled with qualified teachers by beginning of school year. Described SWOT analysis conducted by subcommittee. Wanted to switch methodology and approach to recruit by actively marketing CSAT strengths and hiring Director of Talent Recruitment to assist with building “must-haves” and to establish pipelines/relationships (ex at universities) for vacancies or notoriously underfilled positions. Looking at some non-traditional incentives and bonuses, performance-based recruitment compensation, and teacher “residency” programs. KPIs include complete staffing, teacher turnover, first-to-second year retention, time for filling vacancies. Introduction of Chad Witherell, new Director of Talent Recruitment, who discussed his role and goals for recruitment.

Administrative Report

Andy Lyle discussed loss of funding for students (qualifications have changed) who attend Boys and Girls Club with Town of Tonawanda for after-school care. Looking into how to support our students with the loss of this funding; more information to come. Tanya Moore discussed other possibilities to help with this. There was some discussion about how the funding works and how students are rated as “below the poverty level”. Andy also met with Erie Co Superintendent’s Association and the trends for enrollment here are similar across the board, district to district. Push is to keep SEL care for students in tact in most districts. After school care programs are becoming essential to keeping students enrolled in schools.

Working on the renewal application process. Mr. Efrain Martinez has been contacted to discuss process and outcomes. Ann Morgante discussed Benchmark 2, “Teaching and Learning” - with regard to the areas of curriculum, instruction, assessment and program evaluation, and supports for diverse learners. This is what the instructional team is currently at work on writing. The narrative will be written and then reviewed by Mr. Martinez, and then board members will be briefed as we get closer to the renewal. Mr. Martinez has agreed to conduct another retreat in May to set goals for next year.

Permanent Board Committees

- **Quality Assurance**
 - Andrea Pasioka discussed mid-year data for middle school reading and math. There is improvement since the fall. Some successes, especially with 6th grade students where teachers are now only focused on one content area rather than two. CSAT 101 is the intervention time. Some discussion of computer-based testing and the shifts from the state.
 - Discussed midterm data from high school. Semestered courses results (with Living Environment and Algebra I) and full-year course midterm results. Brett Lutterbein discussed the data from the high school as being positive for the semester experiment courses and moving forward with semestered offerings and impacts on overall numbers for Regents scores. Discussed English 11 scores for seniors retaking and midterms for juniors for English 11.
- **Career Readiness - none**
- **Finance – none**

Ad Hoc Board Committees

- **Appeals – Mr. Donnelly**
 - Permanent suspension upheld – high school student that was on probation committed another infraction of the same offense and therefore the school imposed permanent suspension as a result following review and confirmation of facts.

Old Business

- **Transportation:** Andy Lyle, Garrick Loveria and David Quackenbush met with Larry Quinn to discuss the best approach to renewing our current transportation agreement with BPS. Quinn indicated that he thought it would be good to talk to BPS board president and ask for an extension. David will reach out to lawyer in Buffalo to try to communicate regarding the transportation extension.

New Business

- **2024-2025 School Calendar**
 - Two days shorter because of two new holidays
 - Vote next board meeting – but there may be changes depending on Buffalo’s days per the calendar
- **Enrollment**
 - Garrick Loveria presented the last enrollment report which stands at 2336 students, 5 below the budgeted number but up from last month. Lottery is April 2, 2024
- **Personnel Report**
 - Mr. Lyle presented the personnel report including two new hires, substitutes, and some part time positions which are coaches. Fifth grade long term sub resignation, a technology teacher, and a deceased teacher.
 - Motion to approve – Bryan Carlo and seconded by John Cinquino

- Motion to adjourn – Bryan Carlo, seconded by Joseph Berti

Next Meeting – April 16, 2024

Attendance in person: Joseph Berti, Bryan Carlo, John Cinquino, Terrell Chambers, Ian Donnelly, Andrea Pasioka, Danielle Salasalvage

Others: Brett Lutterbein, Tanya Moore, Garrick Loveria, Andrew Lyle, Chad Witherell, Tara Jefferson, Lindsey Gress, Sarah Monaco, Chris Bigouette, Dara Seeley, Ann Morgante, Patrick Heyden, Sue Jurewicz, Bob Shannon, Nicole Killion