

**Niagara Charter School
Minutes of Board of Trustees Regular Meeting
November 15, 2022 at 5:00 PM**

Trustees in Attendance: James C. Muffoletto, Amy Meshulam, Mary Scheeler, Judy DiCamillo, Christina Lesh, Lauren Howe-Nalls

Staff in Attendance: Dr. Darci Novak, Jill Keicher, Lynn Kasper, Aimee Gonzalez, Dana Burwell, Lauren Nowicki, Denise Charnley, Megan Corsaro, Lillian Blatner, Jenna Keleher, Theresa Boniface, Jennifer Morgante, Chris Stoianoff, Isaac Newman

Others: Jonathan Schechter, Timothy Hyland, David Urban, Sarah Menth, Jim Geiger

Excused Absence: Ricky Scott, Christine Smith-Koziel

Unexcused Absence:

The meeting was called to order at 5:07 PM with President, James Muffoletto presiding.

Public Notice was confirmed.

The agenda was approved on a motion made by Mrs. Scheeler and seconded by Mrs. DiCamillo.

The minutes for the regular meeting of October 18, 2022 were approved on a motion made by Mrs. Howe-Nalls and seconded by Mrs. Meshulam. The motion was passed with all in favor and no abstentions.

AAO Report, Jill Keicher

Leaders of the Month: Students demonstrated Habit 1: Be Proactive for the month of October. Crew 101-Lanaya S.; Crew 102-Jah'sani P.; Crew 103-Paisley M.; Crew 104-Riley H.; Crew 105-La'vante P.; Crew 106-Taseefa R.; Crew 107-Delani H.; Crew 108-Leah C.; Crew 114-Ellyana O.; Crew 115-JaiThen P.; Crew 116-Dariona T.; Crew 117-Me'khi H.; Crew 118-Marvin C.; Crew 119-Neven M.; Music-Honesty M.; Gym-Curtis N.; NCS support staff-Miking D.; Mrs. Felmet-Chance S.

Lillian Blatner, Building-based Substitute Teacher, and Denise Charnley, Teacher Aide, were nominated for Employee Leader of the Month for the month of October.

Community Liaison Report, Megan Corsaro

- Mrs. Corsaro updated the trustees on enrollment and registrations.
- Mrs. Corsaro attended a Family Engagement seminar last week. She would like to host parent meetings to have teachers work with parents on math and ELA skills.
- Mrs. Corsaro would like to look into Possip, an application that allows parents and families to provide feedback and questions to the school privately.

Finance Committee

- David Urban and Sara Menth from the EFRP Group presented a summary of the school's internal audit for the year ending June 30, 2022.
- Mr. Muffoletto thanked Dr. Novak and Mr. Hyland for their hard work in managing and reporting our school finances.

CAO Report, Dr. Darci Novak

Professional Development:

- Sherrie Tracy attended the Instructional Coaching Consortium at Erie 1 BOCES
- 2 staff members (Mackenzie Reinard & Kim Abrams) attended workshops through Orleans Niagara BOCES Teacher Center including ENL Share Group and a book study on *The Essential 25: Teaching the Vocabulary that Makes or Breaks Student Understanding*
- All staff members attended a "Restorative Practices" workshop held at NCS
- Staci Intriligator from EL Education was at NCS for 2 days; 1 day with all staff on Crew and 1 day with 4th & 6th grade for module planning
- Erie 1 BOCES coordinators (Nicole Kerner, Stephen Schottman & Mary Jo Casilio) were here for 4 days including behavior management observations, NYS ELA & Math Testing Data

General Updates:

- A review of the dashboard took place.
- Niagara Charter School partnered with Niagara University to host our first annual Literacy Night. The event was a success with 27 families in attendance.
- The school hosted a STEAM family event provided by Challenge Island. Two 1-hour sessions were held with a total of 40 families participating. Another session is scheduled in May.

Academic Committee

Mrs. Mary Scheeler

- The State provided growth scores were released last week.
- We received scores for 11 instructional staff members. We had 8 Effective ratings and 3 Highly Effective ratings.
- Overall, NCS as a whole received a 17 out of 20 for growth, also an Effective rating. We did not have any staff rate Developing or Ineffective.

Governance:

Lynn Kasper

- The Governance Committee met on November 8, 2022.
- A discussion about the results of the Board Assessment results took place. It was agreed upon to remove the Business Manager evaluation from the Board Assessment tool. Dr. Novak will complete an evaluation of the Business Manager for board approval.
- The feedback from the board retreat will be included in the December board packet.
- The Governance Committee would like to update the calendar to include a review of the strategic plan. The plan will be distributed to trustees.
- Policy revisions were made based on guidance from Erie 1 BOCES and NYSED.

- The revised policies were approved on a motion made by Mrs. Meshulam and seconded by Mrs. Scheeler. The motion passed with all in favor and no abstentions,
- The next Governance Committee will be Tuesday, December 12, 2022 at 4:00 PM.

Facilities Committee

- The Facilities Committee met jointly with the Governance Committee on Tuesday, November 8, 2022.
- The committee continues discussions about purchasing a building and/or property for a new building.

Executive Session:

- A motion to go into Executive Session to discuss facilities and contractual issues and personnel was made at 5:53 PM by Mrs. Meshulam and seconded by Mrs. Scheeler. The motion was passed with all in favor and no abstentions.
- A motion to exit Executive Session was made at 6:05 PM by Mrs. Meshulam and seconded by Mrs. DiCamillo. The motion was passed with all in favor and no abstentions.

The meeting was adjourned at 6:08 PM upon motion made by Mrs. Meshulam and seconded by Mrs. Scheeler. The motion was passed with all in favor and no abstentions.

Mary J. Scheeler

Mary J. Scheeler, Secretary