

**Niagara Charter School
Minutes of Board of Trustees Regular Meeting
January 17, 2023 at 5:00 PM**

Trustees in Attendance: James C. Muffoletto, Amy Meshulam, Mary Scheeler, Ricky Scott, Christina Lesh, Lauren Howe-Nalls, Christine Smith-Koziel

Staff in Attendance: Dr. Darci Novak, Jill Keicher, Lynn Kasper, Aimee Gonzalez, Theresa Boniface, Alex Filips, Kelsey Barnes, Jenna Keleher, Lillian Blatner, Alanna Cecala, Andrea Hopkins, Jennifer Morgante

Others: Jonathan Schechter

Excused Absence: Judy DiCamillo

Unexcused Absence:

The meeting was called to order at 5:05 PM with Vice President, Amy Meshulam presiding.

Public Notice was confirmed.

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

The minutes for the regular meeting of December 20, 2022 were approved on a motion made by Mr. Scott and seconded by Mrs. Smith-Koziel. The motion was passed with all in favor and no abstentions.

AAO Report, Jill Keicher

Leaders of the Month: Students demonstrated Habit 3: Put First Things First for the month of December.

Crew 101-Eliora S.; Crew 102-Heaven H.; Crew 103-Jada C.; Crew 104-King S.; Crew 105-Any'a H.; Crew 106-Afif Z.; Crew 107-Aaron S.; Crew 108-Samuel H.; Crew 114-Asiaya M.; Crew 116-Arabella R.; Crew 117-Brayden J.; Crew 118-Sadikah B.; Crew 119-Khaleef C.; Music-Kaiden J.; Gym-Laila R.; NCS support staff-Jaidon G.; Mrs. Felmet-Lariah H.

Kelsey Barnes, 3rd Grade Teacher was nominated for Employee Leader of the Month for the month of December.

CAO Report, Dr. Darci Novak

Professional Development:

- Erie 1 BOCES coordinators (Brian Blaszak, Elizabeth Kerner & Susan Cyrulik) were at NCS for a total of 4 days for computer-based testing training, behavior management training, and science curriculum implementation.
- Staci Intrilligator from EL Education was at NCS for 1 day working on passage portfolios with 6th grade.
- 2 staff members (Aimee Gonzalez and Jill Keicher) attended workshops through Erie 1 BOCES including the ELL Administrators Series and the District Data Coordinator Meeting.

- Lynn Kasper and Chris Stoianoff attended Robotics training through the Orleans Niagara BOCES Teacher Center.
- Chris Stoianoff attended a Google Tools training through the Bureau of Education and Research.

General Updates:

- Dr. Novak reported that the holiday book program was a success this year.
- A review of the dashboard took place. Mrs. Corsaro will be presenting to the board in February.

Academic Committee

Mrs. Mary Scheeler

- There is no formal Academic Committee report.
- Dr. Novak is finalizing her goals for the 2022-2023 school year and will forward them to the committee for review prior to the February meeting.

Governance:

Lynn Kasper

- The Governance Committee met on the January 10, 2023.
- Mr. Muffoletto reviewed his suggestions for updating the Strategic Plan. Mrs. Kasper asked trustees to email her with any suggested changes and/or revisions to the plan. The committee will update the plan at the next meeting.
- A tentative board retreat is scheduled for April 29th.

Facilities Committee

- The Facilities Committee met jointly with the Governance Committee to continue exploring options for facilities.
- The committee is seeking architectural drawings and cost estimates, and exploring possible financing options through LISC and Civic Builders.

Finance Committee

- There is no formal Finance Committee Report this month.
- The financial statements for 12/31/22 will be reviewed by the finance committee and presented at the February meeting.

Unfinished Business

Jonathan Schechter, Attorney for Niagara Charter School, led a discussion on the draft hybrid meeting policy. A motion to accept the draft policy with proposed changes was made by Mrs. Howe-Nalls, and seconded by Mrs. Smith-Kozziel. Resolved that the Procedures for Video Conferencing (the “Policy”) presented at this meeting is 1) approved in substantially as presented with such revisions as discussed and 2) such Policy as revised be noticed for public hearing at the February 2023 BOT meeting and 3) such Policy be placed on the February 2023 BOT meeting for final approval after such public hearing.

Executive Session:

- A motion to go into Executive Session to discuss matters of attorney-client privilege was made at 6:03 PM by Mr. Scott and seconded by Mr. Muffoletto. The motion was passed with all in favor and no abstentions.

- A motion to exit Executive Session was made at 6:19 PM by Mr. Scott and seconded by Mrs. Scheeler. The motion was passed with all in favor and no abstentions.

A motion to allocate \$10,000 for upfront preliminary project costs for the acquisition of a new facility, and/or engineering costs to determine the cost for updating the current facility, was made by Mr. Scott and seconded by Mrs. Howe-Nalls. The motion passed with all in favor and no abstentions.

The meeting was adjourned at 6:27 PM upon motion made by Mrs. Scheeler and seconded by Mrs. Smith-Koziel. The motion was passed with all in favor and no abstentions.

Mary J. Scheeler

Mary J. Scheeler, Secretary