

**Niagara Charter School
Minutes of Board of Trustees Regular Meeting
February 9, 2023 at 5:30 PM**

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

Staff in Attendance: Dr. Darci Novak, Jill Keicher, Lynn Kasper, Aimee Gonzalez, Theresa Boniface, Megan Ackerman, Alanna Cecala, Jamie Guerra, Christie Grant, Megan Corsaro, Rebecca Armstrong, Jennifer Morgante, Jenna Keleher

Others: Jonathan Schechter

Excused Absence:

Unexcused Absence:

The meeting was called to order at 5:37 PM with President, James C. Muffoletto presiding.

Public Notice was confirmed.

The agenda was approved on a motion made by Mrs. Scheeler and seconded by Mrs. Howe-Nalls.

The minutes for the regular meeting of January 17, 2023 were approved on a motion made by Mr. Scott and seconded by Meshulam. The motion was passed with all in favor and no abstentions.

AAO Report, Jill Keicher

Leaders of the Month: Students demonstrated Habit 4: Think Win-Win for the month of January.

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.

Jenna Keleher, 1st Grade Teacher was nominated for Employee Leader of the Month for the month of January.

CAO Report, Dr. Darci Novak

Professional Development:

- Kim Abrams attended an ENL Share Group through Orleans Niagara BOCES Teacher Center.
- Erie 1 BOCES coordinators (Nicole Kerner & Elizabeth Kraemer) were at NCS for a total of 3 days including behavior management observations and Math support with mapping/planning and completing Looking at Student Work Protocols for module assessments.

- Staci Intriligator from EL Education was here for 1 day working on 4th grade planning for their ELA Module and passage portfolios with 6th grade.
- NCS had their first Apex fundraiser which focused on 2 weeks of leadership lessons. Students received pledges for completing fitness moves. Niagara Charter made \$3,700 towards our book vending machine.

General Updates:

- A review of the dashboard took place.

Community Liaison Report, Megan Corsaro

- Mrs. Corsaro updated the trustees on enrollment. She has been working diligently scheduling registrations.
- Applications for the 23-24 school year are being submitted. The lottery will take place on April 3rd, 2023.
- An advertisement was published in the Niagara Gazette in December. An advertisement will be published in the month of February,
- Mrs. Corsaro will be meeting with bus bench company to update the current advertisement, adding a QR code linked to the student application.
- Our in-person Black History Month celebration is returning this year. The Living Museum will take place on Feb 24, 2023 from 1:30-3:30.
- Mrs. Corsaro and Coach Abrams hosted a family yoga night at the February FSA meeting.

Academic Committee

Mrs. Mary Scheeler

- There is no formal Academic Committee report.
- The committee is currently reviewing Dr. Novak's goals for the 2022-2023 school year.

Governance:

Lynn Kasper

- The Governance Committee met on the February 8, 2023.
- Dr. Novak, Mrs. Keicher, and Mrs. Kasper began updating the Strategic Plan. A second meeting has been scheduled to complete the updated draft for committee review.
- A board retreat is scheduled for 9:00 AM-12:00 PM on April 29, 2023. Dr. Novak and Mrs. Kasper met with the facilitator and the topic of retreat will be the 7 habits of highly effective people.
- It was suggested that an annual celebration dinner be held for staff and trustees at the end of the school year. Mrs. Kasper will begin planning the celebration. A date, time and location will be announced.

Facilities Committee

- On February 8, 2023 Mr. Muffoletto, Mr. Scott, Dr. Novak, and Mrs. Keicher met with the Principals from CSS Construction to conduct an analysis for updating and refurbishing HVAC and all mechanical systems and the costs associated with them. The team also met with Civic Builders to discuss finance and developing options available for

both the current facility and a new facility. Costs for both acquiring the current facility and building a new facility need to be determined so that a decision can be made. David Sweeney, Principal of Civic, will be coordinating this process.

- Mr. Muffoletto thanked Mr. Scott for finding these groups

Finance Committee

- Mr. Scott reviewed the financial statements for 12/31/22.

New Business

A public hearing for Niagara Charter School's videoconferencing policy took place. No comments from the public were received. A motion to approve the videoconferencing policy was made Mrs. Meshulam and seconded by Mrs. Scheeler. The motion was passed with all in favor and no abstentions.

WHEREAS, pursuant to Chapter 56 of the Laws of 2022 of the New York State Legislature which amended Section 103 of the Open Meetings Law, the Niagara Charter School, after a public hearing, hereby adopts the following resolution authorizing the limited use of videoconferencing under Section 103-a (2)(a) of the Open Meeting Law of the State of New York.

RESOLVED, that the Board adopt the procedures for Member videoconferencing pursuant to Public Officers Law Section 103-a presented at this meeting; and

RESOLVED, that the Board place the above policy in the appropriate policy manual for the Niagara Charter School.

Executive Session:

- A motion to go into Executive Session to discuss matters of attorney-client privilege was made at 6:36 PM by Mrs. Howe-Nalls and seconded by Mr. Scott. The motion was passed with all in favor and no abstentions.
- A motion to exit Executive Session was made at 6:52 PM by Mrs. Meshulam and seconded by Mrs. Scheeler. The motion was passed with all in favor and no abstentions.

A motion to request the School's attorney to prepare letter of intent based on the proposal received from landlord on 2/6/23 was made by Mr. Muffoletto and seconded by Mrs. Howe-Nalls. The motion was passed with all in favor and no abstentions.

The meeting was adjourned at 6:53 PM upon motion made by Mrs. Meshulam and seconded by Mr. Scott. The motion was passed with all in favor and no abstentions.

Mary J. Scheeler

Mary J. Scheeler, Secretary