

**Niagara Charter School  
Minutes of Board of Trustees Regular Meeting  
May 16, 2023 at 5:00 PM**

*Trustees in Attendance:* James C. Muffoletto, Amy Meshulam, Mary Scheeler, Ricky Scott, Lauren Howe-Nalls

*Staff in Attendance:* Darci Novak, Jill Keicher, Aimee Gonzalez, Theresa Boniface, Megan Ackerman, Alanna Cecala, Andrea Hopkins, Rebecca Armstrong, Sara Felmet, Jenna Keleher

*Others:* Jonathan Schechter

*Excused Absence:* Christina Lesh

*Unexcused Absence:* Judy DiCamillo, Christine Smith-Koziel

The meeting was called to order at 5:11 PM with President, James C. Muffoletto presiding.

Public Notice was confirmed.

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

The minutes for the regular meeting of April 18, 2023 were approved on a motion made by Mrs. Scheeler and seconded by Mrs. Howe-Nalls. The motion was passed with all in favor and no abstentions.

AAO Report, Jill Keicher

Leaders of the Month: Students demonstrated Habit 7: Sharpen the Saw for the month of April. Crew 101-Thomas A.; Crew 102-NaSai B.; Crew 103-D'ailah D.; Crew 104-William T.; Crew 105-Ashton E.; Crew 106-Karter P.; Crew 107-Aden H.; Crew 108-Hermione G.; Crew 114-Santino G.; Crew 116-Giana N.; Crew 117-Josiah B.; Crew 118-Dajea W.; Crew 119-Ta'Siyah P.; Music-Deasia S.; Gym-Noah H.; Health-Sebastian M.; NCS Support Staff-Tiana B; Mrs. Felmet-Harmony D.

Sara Felmet, Literacy Specialist, and Sherrie Tracy, Instructional Coach, were nominated for Employee Leader of the Month for the month of April.

CAO Report, Dr. Darci Novak

Professional Development:

- Kim Abrams attended an ENL Share group through Orleans Niagara BOCES Teacher Center.
- Kelli Buchinger participated in a virtual training "The Do's and Don'ts of Records Retention & Destruction " through Pryor Learning.
- Erie 1 BOCES coordinators (Nicole Kerner and Elizabeth Kraemer) were at NCS for 2 days including co-facilitating restorative circles and Math lesson plan feedback
- The Niagara County Sheriff's K-9 Police unit did a whole school presentation for students.

General Updates:

- The EL Education Credentialing site visit took place on May 8-9, 2023. The EL Team provided the leadership team with positive feedback in terms of mastery of knowledge and skills, character, high-quality work, and continuous improvement for equity. The Credentialing Team will notify Dr. Novak of their decision in the beginning of June.
- The Kindergarten Graduation will take place at NCS on June 16<sup>th</sup> at 10:00 AM.
- The 6<sup>th</sup> Grade Graduation will take place at NCS on June 15<sup>th</sup> at 9:30 AM.
- A review of the dashboard took place.

Community Liaison, Megan Corsaro

- Mrs. Corsaro is enrolling students who applied for the 2023-2024 school year now, so their seats are secured for upcoming school year.
- NCS is sponsoring two bowling teams for the Lions Club Bowling for Sight fundraiser. The event will take place on Saturday, May 20<sup>th</sup>.
- The next FSA meeting will be Wednesday, May 24<sup>th</sup> at 5:30 PM.
- Currently, there are 42 kindergarten students enrolled. Enrollments for grades 1-6 will take place after return forms for current students are received.
- A new bus bench advertisement has been designed; one is on Niagara Falls Blvd. and the other 3 are in downtown Niagara Falls.
- Mrs. Corsaro is working on advertisements for the Challenger and the Niagara Gazette.

Academic Committee

Mrs. Mary Scheeler

- There is no formal Academic Committee report.

Governance:

James C. Muffoletto

- The Governance Committee met on May 9, 2023.
- The final draft of the strategic plan will be presented at the next Committee meeting on June 13<sup>th</sup> and formally presented to all trustees when it is approved.
- The board retreat took place on April 29, 2023 from 9:00 AM-12:00 PM.
- An annual celebration dinner will be held for trustees and committee members on Wednesday, June 14, 2023 at 5:30 PM at the Polish Nook. Please RSVP to Lynn Kasper as soon as possible.
- The next Governance Committee meeting will be June 13, 2023 at 4:00 PM

Finance Committee

- The Finance Committee met with a local accounting firm to discuss an engagement to provide outsourced accounting and consulting services. The firm will prepare a proposal to present to the board in June.
- Mr. Scott reviewed the interim financial statements for the period July 1, 2022- April 30, 2023.

Facilities Committee

- The Facilities Committee report will take place in Executive Session due to matters of attorney-client privilege.

Executive Session

- A motion to go into Executive Session to discuss matters of attorney-client privilege was made at 5:56 PM by Mr. Scott 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 6:32 PM by Mrs. Howe-Nalls and seconded by Mrs. Scheeler. The motion was passed with all in favor and no abstentions.

The meeting was adjourned at 6:32 PM upon motion made by Mr. Scott, and seconded by Mr. Muffoletto. The motion was passed with all in favor and no abstentions.