

**Niagara Charter School
Minutes of Board of Trustees Regular Meeting
September 19, 2023 at 5:00 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, Andrea Hopkins, Jamie Guerra, Theresa Boniface

Others: Jonathan Schechter, attorney for NCS, Lisa Kirisits, CPA

Excused Absence:

Unexcused Absence:

The meeting was called to order at 5:14 PM with President, James C. Muffoletto presiding.

Public Notice was confirmed.

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

The minutes for the regular meeting of August 15, 2023 were approved on a motion made by Mrs. DiCamillo and seconded by Mrs. Meshulam. The motion was passed with all in favor and no abstentions.

CAO Report, Dr. Darci Novak

Professional Development

- Staci Intriligator and Michelle Flores from EL Education were at NCS for a full day staff professional development on Crew and High-Quality Work.
- Lori DeCarlo held a ½ day professional development for the entire staff on Restorative Practices and Community Building Circles.
- Officer Josh Cain held a staff meeting on threat assessment in schools.
- Christie Grant attended the DASA Coordinator Course through Erie 1 BOCES.
- Dana Burwell participated in a book study through Orleans Niagara BOCES Teacher Center with the book *The Shift to Student Led*.
- Nicole Kerner (Erie 1 BOCES behavior specialist) was here for one day to meet with teachers on behavior management techniques for the beginning of the school year.

General Updates:

- Dr. Novak distributed the feedback correspondence from the Charter School Office check-in visit with Susan Gibbons and Jennifer Marshall in June, 2023. Dr. Novak noted that NCS is being compared to the district of location, Niagara Wheatfield. We currently have a total of 7 students total from the NW district. The report also highlighted our incredible 3rd grade outcomes.
- Dr. Novak updated the trustees on bussing. We are collecting data by tracking arrival and dismissal times. The majority of time the buses are pulling off by 4:35 PM (teachers

end time). There are 2 buses that have been consistently late each afternoon, and there are some buses arriving late in the morning. A rotating schedule was implemented teachers to sign up to supervise students after 4:35 PM.

- The Restorative Practices board session scheduled for September 23, 2023 has been cancelled due to the majority of the trustees being unavailable. Dr. Novak is waiting to hear from the facilitator on a possible date to reschedule.

Academic Committee

Mrs. Mary Scheeler

- The NYS ELA and Math scores have been released, however they are embargoed until further notice. Once we have comparative data from the Niagara Falls and Niagara Wheatfield districts, the leadership team will meet with the Academic Committee to review the data to present to the Board of Trustees. The leadership team would also like to review a draft action plan for making gains and improvements this school year.
- In addition, this week we received a resignation from a 6th grade math teacher. The position has been posted internally, and internal applicants will be considered prior to public posting.

Finance Committee:

Mr. Ricky Scott

- Lisa Kirisits, CPA, presented the financial statements for our fiscal year ended June 30, 2023.

Facilities Committee

- Dr. Novak, Jon Morris, and Wendy Ferrie reviewed the construction concept options for Niagara Charter School. Three construction concepts to reconfigure the school's current facility and one new construction concept were reviewed and discussed.
- LeChase needs more time to prepare cost analysis for each option. The board may need to schedule a special meeting to review this information.

Governance:

Christina Lesh

- Mrs. Lesh asked trustees to review the Board Assessment Results to identify strengths and inconsistencies in perception. A discussion ensued with regard to their observations.

The meeting was adjourned at 7:12 PM upon motion made by Mrs. Howe-Nalls and seconded by Mrs. Scheeler. The motion was passed with all in favor and no abstentions.

Mary J. Scheeler

Mary J. Scheeler, Secretary