

# I. SCHOOL INFORMATION AND COVER PAGE

Created Tuesday, July 16, 2013

Updated Monday, July 22, 2013

## Page 1

### 1. SCHOOL NAME

(Select School name from dropdown menu; BEDS # appears first)

400701860890 NIAGARA CS

### 2. CHARTER AUTHORIZER

Regents-Authorized Charter School

### 3. DISTRICT / CSD OF LOCATION

Niagara-Wheatfield

### 4. SCHOOL INFORMATION

PRIMARY ADDRESS	PHONE NUMBER	FAX NUMBER	EMAIL ADDRESS
2077 Lockport Road Niagara Falls, NY 14304	716-297-4520	716-297-4617	darcinovak@niagaracharter.org

### 4a. PHONE CONTACT NUMBER FOR AFTER HOURS EMERGENCIES

4a. PHONE CONTACT NUMBER FOR AFTER HOURS EMERGENCIES   Contact Name	Darci Novak
4a. PHONE CONTACT NUMBER FOR AFTER HOURS EMERGENCIES   Title	Chief Academic Officer
4a. PHONE CONTACT NUMBER FOR AFTER HOURS EMERGENCIES   Emergency Phone Number (###-###-####)	

### 5. SCHOOL WEB ADDRESS (URL)

www.niagaracharter.org

### 6. DATE OF INITIAL CHARTER

2005-07-01 00:00:00

### 7. DATE FIRST OPENED FOR INSTRUCTION

2006-08-01 00:00:00

### 8. TOTAL NUMBER OF STUDENTS ENROLLED IN 2012-13 (as reported on BEDS Day)

(as reported on BEDS Day)

**9. GRADES SERVED IN SCHOOL YEAR 2012-13**

Check all that apply

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 6**10. DOES THE SCHOOL CONTRACT WITH A CHARTER OR EDUCATIONAL MANAGEMENT ORGANIZATION?**

Yes/No	Name of CMO/EMO
No	

## 11. FACILITIES

Will the School maintain or operate multiple sites?

No, just one site.

## 12. SCHOOL SITES

Please list the sites where the school will operate in 2013-14.

	Physical Address	Phone Number	District/CSD	Grades Served at Site	School at Full Capacity at Site	Facilities Agreement
Site 1 (same as primary site)	2077 Lockport Road Niagara Falls, NY 14304	716-297-4 520	NIAGARA-WHE ATFIELD CSD	K-6	Yes	Rent/Lease
Site 2						
Site 3						

12a. Please provide the contact information for Site 1 (same as the primary site).

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Darci Novak			
Operational Leader				
Compliance Contact				
Complaint Contact				

13. Are the School sites co-located?

No

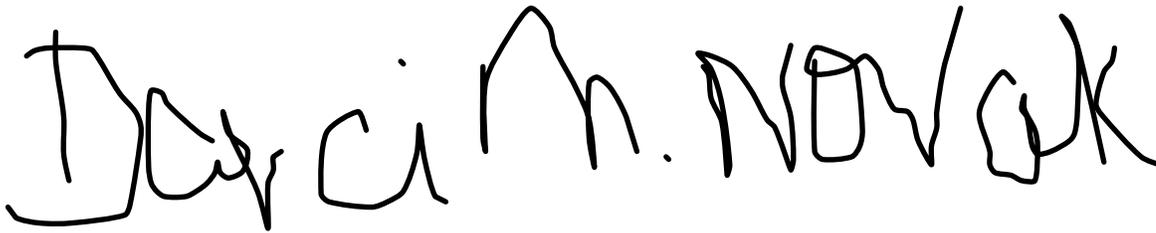
14. Were there any revisions to the school's charter during the 2012-2013 school year? (Please include both those that required authorizer approval and those that did not require authorizer approval).

No

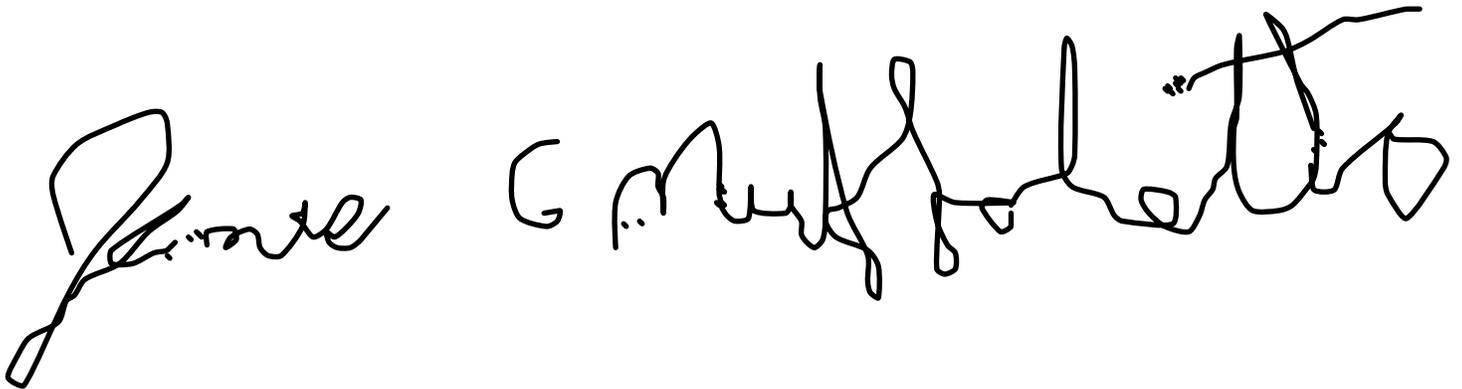
16. Our signatures below attest that all of the information contained herein is truthful and accurate and that this charter school is in compliance with all aspects of its charter, and with all pertinent Federal, State, and local laws, regulations, and rules. We understand that if any information in any part of this report is found to have been deliberately misrepresented, that will constitute grounds for the revocation of our charter. Check **YES** if you agree and use the mouse on your PC or the stylus on your mobile device to sign your name).

• Yes

Signature, Head of Charter School

Handwritten signature of Doreen M. Nowak in black ink.

Signature, President of the Board of Trustees

Handwritten signature of James G. Muffel in black ink.

Thank you.

# Appendix A: Progress Toward Goals

Created Monday, July 22, 2013

Updated Monday, July 29, 2013

## Page 1

### 1. NEW YORK STATE REPORT CARD

Provide a direct URL or web link to the most recent New York State School Report Card for the charter school (See <https://reportcards.nysed.gov/>).

(Charter schools completing year one will not yet have a School Report Card or link to one. Please type "URL is not available" in the space provided).

<https://reportcards.nysed.gov/files/2011-12/RC-2012-400701860890.pdf>

### 2. APPENDIX A: PROGRESS TOWARD CHARTER GOALS

#### 2a. ACADEMIC STUDENT PERFORMANCE GOALS

If the Progress Toward Charter Goals are based on student performance data that the school will not have access to by August 1, 2013 (e.g., the NYS Assessment results), please list goals and explain this in the "Progress Towards Attainment" column. This information can be updated for Appendix A when available but no later than November 1, 2013. Board of Regents-authorized charter schools that opened for instruction in the fall of 2012 or that were renewed in 2012-13 will be held to the same charter-specific academic goals. Board of Regents-authorized charter schools will also be held accountable to Student Performance Benchmark 1 of the Performance Framework.

#### 2012-13 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress	2012-2013 Progress Toward Attainment	If Not Met, Describe Efforts to be Taken
Academic Goal 1	Each grade level cohort will reduce by ½ the gap between the cohort mean performance and 50 MNCE on the Terra Nova	K-2 Terra Nova 3rd Edition 3-6 Terra Nova Common Core	MNCE by grade level with goal in parenthesis:  Kindergarten 62 (50) 1st grade 48 (52) 2nd grade 47.4 (48) 3rd grade 45.4 (40) 4th grade 53 (43.3) 5th grade 47 (49) 6th grade 59 (46)	Kindergarten Met (+12) 1st grade Unmet (-4) 2nd grade Unmet (-0.6) 3rd grade Met (+5.4) 4th grade Met (+9.7) 5th grade Unmet (-2) 6th grade Met (+13)  Terra Nova scores were made available in February 2013. Teachers participated in a Results Meeting Protocol using this data. During this process, teachers created action plans that included steps to be taken to increase student achievement. For example, implementing the Close Reading strategy into

ELA instruction and using evidence based questioning. For math, teachers implemented math journals, fluency drills, and began implementing Math Workshop 2.0 (Expeditionary Learning).

To support all teachers, specifically those who did not meet their target, differentiated professional development was provided in the following areas:

1. Evidence-based questioning. As a follow-up to this ongoing professional development, teachers engaged in a looking at student work protocol to analyze student responses to evidence based questions.

2. Training and implementation of the Close Reading strategy. This training was provided during Expeditionary Learning professional developments, as well as professional development led by ERIE1 BOCES.

3. Total Participation Techniques. This training provides ways to actively and cognitively engage students in the learning process.

4. Math workshop 2.0. The workshop model allows students to grapple with complex real-world math problems aligned to the Common Core Math standards.

5. Professional development through the ERIE1 BOCES network teams. These sessions allowed teachers time to deconstruct the Common Core Standards, look closely at the ELA and Math shifts, and participate in long term planning.

6. Formative assessment strategies. Teachers participated in several sessions that focused on assessment for learning.

In addition to professional development, administration increased the level of timely,

effective feedback. For example, weekly lesson plan feedback was provided; an emphasis was placed on standards, learning targets, and assessments. Informal observations were conducted throughout the school year, as well as formal observations being completed twice a year. Feedback is given using the Charlotte Danielson teacher evaluation rubric, which staff is receiving ongoing training in. Learning walks were conducted bi-weekly with an emphasis on student work samples and displays, and their alignment to the Common Core. First year teachers were mentored at minimum one time per month. Grade level meetings were also held bi-weekly. This common planning time was often used for mini professional development sessions with administration, Expeditionary Learning, and ERIE1 BOCES. In January and June 2013, teachers were required to set two ELA and two Math goals based on the Aligning Instructional Plans to the Common Core document they received through Expeditionary Learning. For this process, teachers self assessed using the provided document/rubric and set goals based on areas rated as emerging or meaningful.

Academic Goal 2	A minimum of 75% of students who attend Niagara Charter School continually and consistently for 2 or more years, will meet or exceed NYS learning standards as measured by attaining Level 3 or 4. Administered in grades 3-6.	NYS ELA, Math, and Science assessments	Results not available by August 1, 2013
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Academic Goal 3	Each year the percentage of Niagara Charter students in grades 3-6 who score a 3 or 4 on the NYS assessments (ELA, Math, and Science),	NYS ELA, Math, and Science assessments	Results not available by August 1, 2013
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will exceed the respective percentage of students from the Niagara Falls City School District by 5%

Academic Goal 4	Students enrolled at Niagara Charter School for 2 or more years will have an aggregate average percent proficient (levels 3 and 4) that exceeds Niagara Falls City School District by 5%	NYS ELA, Math, and Science assessments	Results not available by August 1, 2013
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Academic Goal 5	In the fourth year of the next charter term, students enrolled at Niagara Charter School for 2 or more years will have an aggregate average percent proficient (level 3 and 4) that is at or above the state-wide mean percent proficient on the NYS ELA and Math assessments	NYS ELA and Math assessments	Results not available by August 1, 2013
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Academic Goal 6

Academic Goal 7

Academic Goal 8

2a1. Do have more academic goals to add?

No

2a2. Do have more academic goals to add?

No

## 2b. ORGANIZATIONAL GOALS

### 2012-13 Progress Toward Attainment of Organizational Goals

Organizational Goal	Measure Used to Evaluate Progress	2012-2013 Progress Toward Attainment	If Not Met, Describe Efforts to be Taken
Org Goal 1			
Org Goal 2			
Org Goal 3			
Org Goal 4			
Org Goal 5			

## 2c. FINANCIAL GOALS

### 2012-13 Progress Toward Attainment of Financial Goals

Financial Goals	Measure Used to Evaluate Progress	2012-2013 Progress Toward Attainment	If Not Met, Describe Efforts to be Taken
Financial Goal 1			
Financial Goal 2			
Financial Goal 3			
Financial Goal 4			
Financial Goal 5			

APPENDIX C: Total Expenditures and Administrative Expenditures Per Child - School Year Ended 6/30/13

Charter School Code:

4	0	0	7	0	1	8	6	0	8	9	0
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Charter School Name: Niagara Charter School	
Contact Person: Greg Norton	Phone: 716-697-4520

REVENUES

A. STATE SOURCES	<u>\$239,594</u>
B. FEDERAL SOURCES	<u>\$25,501</u>
C. PUBLIC SCHOOL DISTRICTS	
1. BASIC OPERATING REVENUES	<u>\$3,793,052</u>
2. STATE AID-PUPILS WITH DISABILITIES	<u>\$183,011</u>
3. FED. AID-PUPILS WITH DISABILITIES	<u>                    </u>
4. OTHER REV FROM PUB SCH DISTRICTS	<u>                    </u>
D. ALL OTHER REVENUES	<u>\$13,068</u>
E. TOTAL REVENUES FROM ALL SOURCES	<u>\$4,254,226</u>
<hr/>	
S. ENROLLMENT	<u>348.4</u>
T. EXPENDITURES PER PUPIL	<u>\$11,240</u>
	(R/S)

EXPENDITURES

	<u>SALARIES</u>	<u>OTHER</u>	<u>TOTAL</u>
F. GENERAL ADMINISTRATION	<u>\$184,854</u>	<u>\$136,083</u>	<u>\$320,937</u>
G. INSTRUCTIONAL SUPERVISION	<u>\$160,454</u>	<u>\$0</u>	<u>\$160,454</u>
H. ALL OTHER INSTRUCTION	<u>\$1,034,792</u>	<u>\$225,321</u>	<u>\$1,260,113</u>
I. PUPIL SERVICES	<u>\$84,038</u>	<u>\$4,882</u>	<u>\$88,920</u>
J. PUPILS WITH DISABILITIES	<u>\$123,124</u>	<u>\$3,364</u>	<u>\$126,488</u>
K. TRANSPORTATION	<u>                    </u>	<u>\$301,048</u>	<u>\$301,048</u>
L. COMMUNITY SERVICE	<u>\$32,000</u>	<u>\$2,843</u>	<u>\$34,843</u>
M. OPERATION & MAINTENANCE	<u>\$70,639</u>	<u>\$691,175</u>	<u>\$761,814</u>
N. EMPLOYEE BENEFITS	<u>                    </u>	<u>                    </u>	<u>\$704,818</u>
O. DEBT SERVICE	<u>                    </u>	<u>                    </u>	<u>\$0</u>
P. SCHOOL LUNCH	<u>                    </u>	<u>                    </u>	<u>\$38,897</u>
Q. CAPITAL EXPENSE	<u>                    </u>	<u>                    </u>	<u>\$117,707</u>
R. GRAND TOTAL EXPENDITURES	<u>                    </u>	<u>                    </u>	<u>\$3,916,039</u>

**Niagara Charter School**  
**Balance Sheet**  
 As of June 30, 2013

	Jun 30, 13
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
1002 · Petty Cash	404.78
1001 · Savings	1,213,249.91
1000 · Checking	42,320.59
<b>Total Checking/Savings</b>	1,255,975.28
<b>Accounts Receivable</b>	
1200 · Accounts Receivable	
1230 · Grants Receivable	90,118.00
1215 · School Districts	19,790.37
1200 · Accounts Receivable - Other	-4,248.70
<b>Total 1200 · Accounts Receivable</b>	105,659.67
<b>Total Accounts Receivable</b>	105,659.67
<b>Other Current Assets</b>	
1120 · Inventory Asset	541.00
1300 · Prepaid Expenses	12,375.00
<b>Total Other Current Assets</b>	12,916.00
<b>Total Current Assets</b>	1,374,550.95
<b>Fixed Assets</b>	
1513 · Building Expansion	374,757.83
1503 · Playground Asset	63,088.62
1502 · Equipment - ARRA Grant	89,675.38
1400 · Leasehold Improvements	69,847.25
1500 · Furniture and Fixtures	58,234.53
1501 · Equipment	121,657.21
1510 · Computer Equipment	142,912.11
1550 · Accumulated Depreciation	-332,139.00
<b>Total Fixed Assets</b>	588,033.93
<b>Other Assets</b>	
1600 · Books	19,862.86
<b>Total Other Assets</b>	19,862.86
<b>TOTAL ASSETS</b>	<b>1,982,447.74</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
2000 · Accounts Payable	51,647.71
<b>Total Accounts Payable</b>	51,647.71
<b>Other Current Liabilities</b>	
2601 · Accrued Other Retirement Expens	14,462.34
2450 · Payroll Deduction - AFLAC	2,326.51
2300 · Accrued Expenses	21,955.79
2400 · Accrued Payroll Expenses	113,188.84
2600 · Due to NYS TRS	207,789.90
<b>Total Other Current Liabilities</b>	359,723.38
<b>Total Current Liabilities</b>	411,371.09
<b>Total Liabilities</b>	411,371.09
<b>Equity</b>	
3100 · Retained Earnings	1,147,436.03
Net Income	423,640.62
<b>Total Equity</b>	1,571,076.65
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>1,982,447.74</b>

## Niagara Charter School Profit & Loss July 2012 through June 2013

	Jul '12 - Jun 13
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
4108 · Special Aid Fund	36,372.00
4130 · Special Education	146,639.46
4015 · Interest earned	3,031.80
4100 · Entitlements	
4101 · Title I Current FY	205,226.00
4102 · Title II Part A Current FY	15,513.00
<b>Total 4100 · Entitlements</b>	<b>220,739.00</b>
4110 · Grants	
4121 · RTTT Grant	18,855.00
4111 · REAP Grant	25,501.00
<b>Total 4110 · Grants</b>	<b>44,356.00</b>
4125 · School District Payments	3,793,052.86
4150 · Miscellaneous Income	10,940.06
<b>Total Income</b>	<b>4,255,131.18</b>
<b>Gross Profit</b>	<b>4,255,131.18</b>
<b>Expense</b>	
6186 · Guard Life Insure	-15.20
6301 · Building Maintenance Services	7,585.41
6640 · Uniforms	433.85
6420 · Snowplowing/Landscaping	14,536.00
6800 · Health Center	
5010 · Health Center Wages	35,568.27
6810 · Medical Supplies	1,523.76
6820 · Health Center Services	3,359.07
<b>Total 6800 · Health Center</b>	<b>40,451.10</b>
6135 · Printing Expense	205.95
5201 · Cafeteria Wages	38,897.10
5001 · Administration Wages	389,983.67
5100 · Teachers Wages	1,206,386.44
5020 · Maintenance Wages	70,639.66
5500 · Payroll Taxes	137,634.86
5600 · Pension Expenses	
5603 · Retirement Other	14,462.34
5601 · Teachers' Ret. System	170,352.99
<b>Total 5600 · Pension Expenses</b>	<b>184,815.33</b>
6100 · Office Expense	
6105 · Office Supplies	9,087.61
6107 · Fingerprinting Expense	594.00
<b>Total 6100 · Office Expense</b>	<b>9,681.61</b>
6120 · Bank Service Charges	8.00
6125 · Postage	1,278.43
6130 · Copier Expense	26,215.03
6140 · Contributions	100.00
6147 · Board Expense	1,278.29
6160 · Dues and Subscriptions	1,639.03
6180 · Insurance	
6182 · Health Insurance	306,456.14
6183 · Dental Insurance	34,175.08
6185 · Liability & Property Insurance	20,534.00
6190 · Disability Insurance	797.84
6191 · Unemployment Insurance	19,570.43
6193 · Workers' Comp.	21,368.43
<b>Total 6180 · Insurance</b>	<b>402,901.92</b>
6210 · Advertising and Promotion	5,468.46
6215 · Web Site	27.00

**Niagara Charter School**  
**Profit & Loss**  
 July 2012 through June 2013

	Jul '12 - Jun 13
<b>6270 · Contracted Services</b>	
6405 · Janitorial Services	10,107.00
6285 · Professional Development	47,135.00
6521 · Payroll Preparation	4,739.49
6280 · Legal Fees	44,129.50
6650 · Accounting	9,900.00
6655 · Consulting	37,304.43
6660 · IT Services	5,800.00
	159,115.42
<b>Total 6270 · Contracted Services</b>	159,115.42
<b>6290 · Rent</b>	528,803.52
<b>6300 · Building Repairs</b>	24,087.90
<b>6340 · Telephone &amp; Internet</b>	4,719.04
<b>6350 · Travel Expenses</b>	
6365 · Accomodations	2,159.41
6370 · Meals	2,811.12
6380 · Travel Transportation	5,241.35
	10,211.88
<b>Total 6350 · Travel Expenses</b>	10,211.88
<b>6390 · Utilities</b>	53,360.13
<b>6400 · Maintenance and Custodial</b>	18,094.50
<b>6410 · Trash Fees</b>	10,790.48
<b>6425 · Security</b>	
6435 · Monitoring	1,021.85
6430 · Security Equipment	2,254.90
	3,276.75
<b>Total 6425 · Security</b>	3,276.75
<b>6600 · Classroom Materials</b>	
6605 · Classroom Supplies	2,448.30
6602 · Classroom Furniture	892.52
6603 · Classroom Books	15,926.73
6604 · Classroom Budgets	20,527.03
	39,794.58
<b>Total 6600 · Classroom Materials</b>	39,794.58
<b>6610 · School Equipment</b>	
6615 · Computer Repairs	172.22
6614 · Software	15,545.90
6613 · Computers	16,171.25
6616 · School Electronics	4,514.48
6625 · Signage	68.54
6618 · Cafeteria Equipment	2,101.06
6632 · Wireless Network	
6636 · Network Support	2,456.10
	2,456.10
<b>Total 6632 · Wireless Network</b>	2,456.10
6617 · School Furniture	1,361.20
6630 · Equipment Repairs	2,671.98
6620 · Phone System	
6621 · Telephone Equipment	2,694.00
	2,694.00
<b>Total 6620 · Phone System</b>	2,694.00
<b>Total 6610 · School Equipment</b>	47,756.73
<b>6645 · Transportation</b>	301,047.93
<b>6646 · Testing Materials &amp; Fees</b>	22,214.44
<b>6700 · Staff Development</b>	23,850.18
<b>6750 · Extracurricular Costs</b>	
6905 · Student/School Activities	31,071.30
6775 · Student Field Trips	15,156.60
	46,227.90
<b>Total 6750 · Extracurricular Costs</b>	46,227.90
<b>Total Expense</b>	3,833,503.32
<b>Net Ordinary Income</b>	421,627.86

10:19 AM  
07/22/13  
Accrual Basis

**Niagara Charter School**  
**Profit & Loss**  
July 2012 through June 2013

	<u>Jul '12 - Jun 13</u>
Other Income/Expense	
Other Income	
7030 · Other Income	10,036.55
Total Other Income	<u>10,036.55</u>
Other Expense	
8010 · Other Expenses	8,023.79
Total Other Expense	<u>8,023.79</u>
Net Other Income	<u>2,012.76</u>
Net Income	<u><u>423,640.62</u></u>

## Niagara Charter 2013-14 Budget (adopted June 11, 2013)

### REVENUES

Per Pupil Aid	3,769,125
Title I + Other Entitlements	245,000
Special Ed	140,000
Additional Grants	12,200
REAP Grant	25,500
Cafeteria Staff Reimbursement	9,000
Other Income	4,000
<b>Total Revenues</b>	<b>4,204,825</b>

### EXPENDITURES

Admin Salaries	340,750
Teacher Salaries	1,213,431
Health Center Salaries	39,217
Cafeteria Staff Salaries	40,267
Janitorial Staff	67,921
Payroll Taxes FICA & Medicare	127,703
Unemployment Insurance	21,000
Workers' Compensation Insur.	22,000
Health Insurance	315,000
Dental Insurance	39,000
Other Benefits: Life/Disability	1,500
Retirement - TRS	239,034
Performance Bonuses	0
<b>Subtotal-Personnel</b>	<b>2,466,822</b>

### Operations

Postage/Printing/Copying	7,500
Copier	27,500
Meeting	1,000
Advertising/Brochures	6,000
Insurance	24,500
Professional Development	35,000
Subscriptions/Memberships	2,500
Phone/Cable/Internet	11,000
Fire/Security Systems	5,000
Tech Support	9,000
Utilities	65,000
Board of Trustees	2,000
<b>Subtotal-Operations</b>	<b>196,000</b>

### Supplies & Equipment

Instructional Materials/Tests	23,000
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Textbooks	15,000
Office Supplies	12,500
Office Equipment/Furniture	5,000
Custodial Supplies/Equipment	31,000
Cafeteria Equipment	1,500
Health Center Supplies	2,400
Classroom Supplies	25,000
Classroom Furniture	5,500
Uniforms	1,500
Computers & Software	30,000
<b>Subtotal-Supplies/Equipment</b>	<b>152,400</b>

#### **Contractual**

Consultants	38,000
Legal	65,000
Accounting	12,000
Payroll Service	4,900
Landscaping/Plowing	14,600
Expeditionary Learning Fee	47,135
Extracurriculars	31,000
Field Trips	22,000
Transportation	330,000
<b>Subtotal-Contractual</b>	<b>564,635</b>

#### **Facility**

Rent/Lease	529,000
Build-out	6,000
Maintenance/Repairs	30,000
Contingency	100,000
<b>Subtotal-Facility</b>	<b>665,000</b>

**SUB-TOTAL EXPENDITURES** **4,044,857**

**CASH FLOW** **159,968**

Capital Equipment	10,000
Depreciation	(92,200)

**PROJECTED FUND SURPLUS** **77,768**

# Appendix E: Disclosure of Financial Interest Form

Created Friday, July 19, 2013

Updated Monday, July 29, 2013

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## Page 1

400701860890 NIAGARA CS

An Appendix E: Disclosure of Financial Interest Form must be completed for each active Trustee who served on the charter school's Board of Trustees during the 2012-13 school year. Trustees are at times difficult to track down in the summer months. Trustees may complete and submit at their leisure (but before the deadline) their individual form at: <http://fluidsurveys.com/surveys/vickie-smith/appendix-e-disclosure-of-financial-interest-form/>.

Trustees who are technologically advanced may complete the survey using their smartphones or other mobile devices by downloading the this bar code link to the survey <http://fluidsurveys.com/account/surveys/210748/publish/qrcode/>. (Make sure you have the bar code application reader on your phone).

If a Trustee is unable to complete the form by the deadline (i.e, out of the country), the school is responsible for submitting the information required on the form for that individual trustee.

Just send the links via email today to your Trustees requesting that they each complete their form as soon as possible.

Thank you.

Yes, each member of the school's Board of Trustees has received a link to the Disclosure of Financial Interest Form.

Yes

Thank you.

# Appendix F: BOT Membership Table

Created Tuesday, July 16, 2013

Updated Tuesday, July 23, 2013

## Page 1

400701860890 NIAGARA CS

### 1. Current Board Member Information

	Full Name of Individual Trustees	Position on Board (Officer or Rep).	Voting Member	Area of Expertise &/or Additional Role	Terms Served & Length (include date of election and expiration)	Committee affiliations
1	William J. Bradberry	Vice Chair/Vice President	Yes	Retired Niagara Falls City Planner	1 three year term Elected 6/8/10 Expired 6/30/13	Finance
2	Olga Camacho	Other	Yes	Teacher Trustee	3 one year terms Elected 6/8/10 Expired 6/30/13	Governance
3	Dominic DeBose	Parent Rep	Yes	Parent	5 one year terms Elected 6/1/08 Expired 6/30/13	
4	Richard D. Hague Jr.	Secretary	Yes	Pastor	3 one year terms 2 three year terms Elected 6/22/05 Expires 6/30/14	Academic and Governance
5	Dr. Leticia Hahn	Member	Yes	Professor of Education	1 two year term 1 three year term Elected 6/18/10 Expires 6/30/15	Academic
6	Janet Hill	Other	Yes	Teacher Trustee	7 one year terms Elected 11/4/06 Expired 6/30/13	Governance
7	James C. Muffoletto	Chair/President	Yes	Certified Public Accountant	2 one year terms 3 three year terms Elected 6/22/05 Expires 6/30/13	Executive Committee Chair and Finance
8	James Phillips	Member	Yes	Military	6 one year terms 1 three year term Elected 11/14/06 Expires 6/30/15	Governance Committee Chair
9	Mary J. Scheeler	Member	Yes	Retired Principal	1 one year term 1 three year term Elected 1/18/11 Expires 6/30/15	Academic Committee Chair
10	Ricky Scott	Treasurer	Yes	Banker	1 one year term 2 three year terms Elected 3/3/07 Expires 6/30/14	Finance Committee Chair
11	Lakea Strong	Parent Rep	Yes	Parent	2 one year terms Elected 6/21/11	Academic Committee

- 12
- 13
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- 19
- 20

2. Total Number of Members Joining Board during the 2012-13 school year

0

3. Total Number of Members Departing the Board during the 2012-13 school year

0

4. According to the School's by-laws, what is the maximum number of trustees that may comprise the governing board?

11

5. How many times did the Board meet during the 2012-13 school year?

13

6. How many times will the Board meet during the 2013-14 school year?

12

Thank you.

**Niagara Charter School  
Minutes of Board of Trustees Meeting  
July 17, 2012 8:00 AM  
Niagara Charter School, 2077 Lockport Road, Niagara Falls, NY 14304**

*Trustees in Attendance:* Olga Camacho; Dominic DeBose; Rev. Richard Hague; Dr. Leticia Hahn; Janet Hill; James Muffoletto, President; James Phillips; Mary Scheeler; Ricky Scott; and LaKea Strong.

*Trustees Absent:* William Bradberry.

*Staff in Attendance:* Jill Keicher, AAO; Justine LeFauve, Recording Secretary; Darci Novak, CAO; and Greg Norton, Business Manager.

*Others in Attendance:* Angela O'Neal, Elevate; Jonathan Schechter, Esq.; Jesse Scott; Carla Averhart, Parent; Michael Cole, Grandparent, Tykesha Jordan and Staff members: Amy DiMaggio; Lynn Kirshy; Kristine McGuire; Aimee Bruno; Julie Stevener; Angela Vetrano; ShaunaSmith; Steffany Smith; Sara Felmet.

The meeting was called to order at 8:05 AM by President James Muffoletto with a quorum of 9 members present 8:05 AM.

Public Notice was confirmed.

On a motion by Ms. Strong, second by Mr. Scott, with all in favor and no abstentions, the agenda was approved as amended to add item under new business.

On a motion by Ms. Scheeler, second by Ms. Strong, with all in favor and no abstentions, the minutes of the 6/12/12 Regular meeting were approved as amended.

On a motion by Ms. Camacho, second by Mr. DeBose, with all in favor and no abstentions, the minutes of the 6/12/12 Annual meeting were approved as presented.

At 8:09 AM, on a motion by Ms. Scheeler, second by Mr. Phillips, with all in favor and no abstentions, the Board of Trustees entered Executive Session to discuss matters of attorney-client privilege.

At 9:10AM, on a motion by Mr. Scott, second by Dr. Hahn, with all in favor and no abstentions, the board of Trustees came out of Executive Session.

Ms. Smith will present on school policy under new business.

General Update: Darci Novak, CAO

Ms. Novak is expecting test scores today and noted that they will be embargoed and that they will be the biggest piece with the Charter Renewal.

Mr. Schechter led a lengthy discussion regarding changes to Charter School Law as it relates to the imposition of General Municipal Law going forward which includes the termination of the Trustee positions reserved for teachers as well as regulations on current and past employees serving on the Board of Trustees. Efforts to provide opportunities for teacher/staff input were discussed. Ms. O'Neal, Elevate Charter Renewal writer, pointed out that generally speaking, having teachers serve as Trustees is

rare around the state and urged NCS to agree on how staff will connect with the Board. Mr. Schechter will work on proposed wording and have ready for the 8/7/12 meeting.

**Unfinished Business:**

**Election of Officers:** James Phillips

**Nominations for President:**

Pastor Jesse Scott on a motion by Mr. DeBose and second by Rev. Hague

James Muffoletto on a motion by Ms. Scheeler and second by Mr. Phillips

Motion to close the nominations for President by Ms. Hill and second by Ms. Camacho.

At 9:45 AM, the Board of Trustees went into a recess on a motion by Mr. Muffoletto, second by Ms. Scheeler, with all in favor and no abstentions.

At 10:25 AM, the meeting of the Board of Trustees was reconvened.

**Nominations for Vice President:**

Janet Hill declined the nomination made by Mr. Muffoletto.

There were no other nominations for Vice President.

William Bradberry, current Vice President will serve until replaced.

**Nominations for Secretary:**

James Phillips on a motion by Mr. Muffoletto and second by Ms. Scheeler

Rev. Richard Hague on a motion by Mr. DeBose and second by Ms. Strong.

**Nominations for Treasurer:**

Ricky Scott on a motion by Mr. Muffoletto, second by Ms. Camacho.

Motion to close nominations by Rev. Hague and second by Ms. Camacho.

On a motion by Mr. Muffoletto, second by Rev. Hague, with all in favor and no abstentions, Mr. Scott was elected Treasurer.

Mr. Norton collected the ballots for the secretary position and announced that Rev. Hague garnered the majority vote and will continue to serve as Secretary.

Mr. Schechter and Ms. O'Neal shared their concerns as to the issues regarding governance raised at this meeting in connection with the election for Board President. In particular, they were unsure as to how the President of the Board could serve as President if he is not a member of the Board. They both indicated that issues of governance were raised by SED during the last renewal process and believed that this issue could raise more governance questions with the State Education Department. They both indicated that the State Education Department could frown upon the foregoing although neither of them committed as to what effect it would have on the renewal; however, they both believed it potentially could have an adverse effect on the renewal and raise issues that the State Education Department deemed closed since the school was no longer required to submit the Board's monthly minutes to SED.

On a resolution by Mr. Scott, second by Ms. Camacho, Rev. Scott offered his thoughts on his nomination as President. He indicated that he would accept the nomination even after hearing the issues it raised for the NCS renewal.

Additional discussion and the need for clarification of the issue lead to the tabling of the nominations for President on a motion by Ms. Strong, second by Ms. Scott, with 6 in favor, 1 abstention and 2 opposed. The nominations for President were tabled.

Mr. Schechter recommended that the Board of Trustees work with a facilitator to help it better deal with the issues of conflict that are now permeating throughout Board meetings. He believed it will make the renewal stronger to show that the Trustees are dealing with this issue. Ms. O'Neal concurred that it is the right process to follow. Mr. Schechter will schedule a meeting with facilitator, Mr. Ken Rogers.

Until that time and a scheduled election, the Officers of the Board of Trustees of Niagara Charter School are:

President: James Muffoletto  
Vice President: William Bradberry  
Secretary: Rev. Hague  
Treasurer: Ricky Scott

Ms. Scheeler announced that they will be interviewing for the Community Liaison position today.

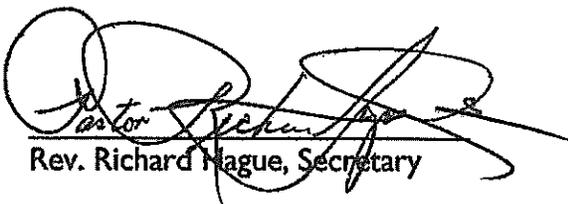
Mr. Phillips reminded Trustees the self-evaluations are past due.

Ms. Smith asked for clarification on the zero tolerance Policy. Mr. Schechter will send her information on the policy.

There were no Emergency Conditional Appointments.

The next meeting of the Board of Trustees of NCS will be on:  
Tuesday, August 7, 2012 at 8 AM.

On a motion by Ms. Strong, second by Mr. Scott with all in favor and no abstentions, the meeting was adjourned at 11 AM.

  
Rev. Richard Hague, Secretary

**Niagara Charter School  
Minutes of Board of Trustees Meeting  
August 7, 2012 8:00 AM  
Niagara Charter School, 2077 Lockport Road, Niagara Falls, NY 14304**

*Trustees in Attendance:* Olga Camacho; Dominic DeBose; Rev. Richard Hague; Dr. Leticia Hahn; Janet Hill; James Muffoletto, President; Mary Scheeler; Ricky Scott; and LaKea Strong.

*Trustee Excused:* William Bradberry.

*Trustee via telephone:* James Phillips

*Staff in Attendance:* Jill Keicher, AAO; Justine LeFauve, Recording Secretary; Darci Novak, CAO; and Greg Norton, Business Manager; Megan O'Connor, Community Liaison.

*Others in Attendance:* Jonathan Schechter, Esq.; Cindy Rice, Jesse Scott; and Staff members: Judy DiCamillo; Amy DiMaggio; Lynn Kirshy; Kristine McGuire; Aimee Bruno; Julie Stevener; Sara Felmet; Sherrie Kerl; Cheri Floriano-Keetch; Marissa Spacone; Tom Filosofos; Theresa Lyness; and Christie Grant.

The meeting was called to order at 8:20 AM by President James Muffoletto with a quorum of 9 members present 8:20 AM.

Public Notice was confirmed.

On a motion by Mr. Scott, second by Ms. Camacho, with all in favor and no abstentions, the Agenda was approved as presented.

Standing Committees:

Financial: Ricky Scott:

Mr. Scott reported that there was no committee update and that the year-end numbers are still being finalized.

Governance: James Phillips, via telephone:

Mr. Phillips requested that the Revised Operating Calendar review as well as the evaluations report be postponed until the next meeting.

Academic: Mary Scheeler

Ms. Scheeler reported that the new Community Liaison has been selected and introduced Megan O'Connor.

Emergency Conditional Appointments:

In accordance with the requirements of section 1604(39), 1709(39), 1804(9), 1950(4)(II), 2503(18), 2554(25), or 2854(3)(a-2) of the Education Law and NYS Education Department OSPRA rules and regulations, Niagara Charter School approves an emergency conditional appointment of the following employees for a period not to exceed of 20 days. This appointment is conditioned upon receipt of affidavit and statement indicating whether he or she has a pending criminal charge or a criminal conviction in any jurisdiction.

Megan O'Connor – Community Liaison

Corey Marshall – Cafeteria Helper

Willie Muhammed – Cleaner

On a motion by Mr. Scott, second by Dr. Hahn, with all in favor and no abstentions the Emergency Conditional Appointments were approved.

General Update: Darci Novak, CAO

Ms. Novak reported that she is pleased with the results of the assessments, that the staff has been doing some 'team building' and she distributed the Professional Community Commitment 2012-2013. This week will include Professional Development. Ms. Novak also noted that there has been an upgrade to the student network via Escape. There will be an Open House on 8/29/12 from 5-7 PM.

Unfinished Business:

Governance & Effect of Charter Renewal: Jonathan Schechter.

Mr. Schechter distributed a Letter of Engagement for a Board Development Process from Kenneth A. Rogers, Executive Consultant for Strategic Management and Marketing. It is expected that with Mr. Rogers' facilitation, that the NCS Board of Trustees will increase its effectiveness in carrying out its duties.

On a motion by Rev. Hague, second by Ms. Scheeler, with all in favor and no abstentions, the Letter of Engagement with Mr. Rogers was approved.

A week ago, President Muffoletto had requested a copy of the letter of 7/23/2012 that Rev. Hague sent to SED. In response to the request, Rev. Hague reported that he did not have the letter in question with him and agreed to send it to Mr. Muffoletto.

Election of President:

Mr. Schechter reported that the Charter Renewal Application will be signed by the current President. Mr. Schechter announced that according to our current Charter, a non-Trustee may be elected as President of the Board of Trustees. Per Mr. Schechter's conversation with Ms. Gibbons, she agrees with that interpretation of the Charter but opined that a non-trustee could not govern effectively.

Mr. Muffoletto suggested amending the by-laws in order to dismiss the ambiguity regarding this issue. After discussion, a motion to amend the by-laws was withdrawn. Mr. Schechter pointed out that the by-laws allow for interim elections.

Mr. Schechter asked that the nomination for President be brought to the table.

Nomination for: James Muffoletto on a motion by Ms. Scheeler, second by Mr. Phillips,

Nomination from the floor: Pastor Jesse Scott

On a motion from Rev. Hague, second by Mr. DeBose, with all in favor and no abstentions, the nominations were closed.

Mr. Norton prepared, distributed and collected the ballots and he and Mr. Schechter counted the ballots.

With a majority vote, Mr. Muffoletto was re-elected President of the Board of Trustees of Niagara Charter School.

Ms. Novak reported that the PDF file of the Charter Renewal application had formatting issues and corrections are still being made. She will provide a hard copy to all Trustees before they leave today.

When Mr. Schechter reviewed changes to the Charter, it was by consensus that the Board agreed to require that officers of the Board of Trustees must be Trustees. There will be no change to the status of teachers on the Board at this time.

President Muffoletto reminded the Trustees that the Charter Renewal application must be approved and that the deadline is 8/15/12.

A Special Meeting of the Board of Trustees of Niagara Charter School will be held on Friday, 8/10/12 at 5:30 PM, to approve the Charter Renewal application. Ms. LeFauve will not be able to attend.

At 9:20 AM, on a motion by Mr. Scott, second by Ms. Strong, with all in favor and no abstentions, the Board of Trustees entered Executive Session to discuss matters of attorney-client privilege.

At 9:32 AM, on a motion by Ms. Strong, second by Ms. Camacho, with all in favor and no abstentions, the Board of Trustees came out of Executive Session.

President Muffoletto announced that committee appointments will be made at the 8/10/12 Special Meeting. He asked that Trustee let him know if they do not want to serve on the same committees.

On a motion by Ms. Scheeler, second by Ms Hill, with all in favor and no abstentions, the meeting was adjourned at 9:35 AM.

  
Rev. Richard Hague, Secretary

**Niagara Charter School  
Minutes of Board of Trustees Meeting  
August 21, 2012 8:00 AM  
Niagara Charter School, 2077 Lockport Road, Niagara Falls, NY 14304**

*Trustees in Attendance:* Olga Camacho; Dominic DeBose; Janet Hill; James Muffoletto, President; and Mary Scheeler.

*Trustee Excused:* William Bradberry; Dr. Leticia Hahn; and Ricky Scott.

*Trustees Absent:* Rev. Richard Hague; James Phillips; and LaKea Strong

*Staff in Attendance:* Jill Keicher, AAO; Justine LeFauve, Recording Secretary; and Darci Novak, CAO.

*Others in Attendance:* Jonathan Schechter, Esq.; Hugh Carlin and Kenneth Rogers, Executive Consultant.

The meeting began at 8:25 AM, without a quorum.

Public Notice was confirmed.

The agenda was amended with the correct spelling of Mr. Rogers' name.

President Muffoletto introduced Mr. Kenneth Rogers, who reviewed the process that he will follow to facilitate the workings of the Board of Trustees. He has worked with several Boards of Trustees, including Charter Schools to assist the Boards to work together and to present a strong, public image. Mr. Rogers plans on interviewing all of the trustees in person, rather than on the telephone. He reported that it is a ± 6-week process and that he does not dictate solutions but leads trustees to their own conclusions for improvement. All trustees are expected to participate, considering the importance and seriousness of their responsibilities. All trustees will be reminded to expect a call from Mr. Rogers to schedule an interview.

Committee Appointments were postponed until the next meeting.

At 8:45AM, on a motion by Ms. Scheeler, second by Mr. DeBose, with all in favor and no abstentions, the Board of Trustees entered Executive Session to discuss union negotiations.

At 10:13AM, on a motion by Ms. Scheeler, second by Mr. DeBose, with all in favor and no abstentions, the Board of Trustees came out of Executive Session.

The meeting adjourned at 10:14 AM.

  
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James Muffoletto, President

**Niagara Charter School  
Minutes of Board of Trustees Meeting  
September 18, 2012 8:00 AM  
Niagara Charter School, 2077 Lockport Road, Niagara Falls, NY 14304**

*Trustees in Attendance:* Olga Camacho; Dominic DeBose; Rev. Richard Hague; Janet Hill; James Muffoletto, President; James Phillips; Mary Scheeler; and Ricky Scott;

*Trustees Excused:* William Bradberry, Dr. Leticia Hahn and LaKea Strong.

*Staff in Attendance:* Jill Keicher, AAO; Justine LeFauve, Recording Secretary; Darci Novak, CAO; and Greg Norton, Business Manager; Megan O'Connor, Community Liaison.

*Others in Attendance:* Hugh Carlin, Esq.; and Staff members: Lynn Kirshy; Kristine McGuire; Cheri Floriano-Keetch; Julie Stevener; Theresa Lyness; and Megan O'Connor.

The meeting was called to order at 8:10 AM by Treasurer Ricky Scott with a quorum of 6 members present 8:10 AM.

Public Notice was confirmed.

On a motion by Mr. Phillips, second by Mr. DeBose, with all in favor and no abstentions, the Agenda was approved as presented.

Minutes of the 7/17/12 meeting were approved as amended on a motion by Mr. Phillips, second by Ms. Scheeler, with all in favor and no abstentions.

Minutes of the 8/7/12 meeting were approved as amended on a motion by Ms. Scheeler, second by Ms. Camacho, with all in favor and no abstentions.

The notes of the 8/21/12 meeting were approved on a motion by Ms. Hill, second by Ms. Camacho, with all in favor and no abstentions.

**General Update:** Darci Novak

Ms. Novak noted that 6 weeks have already gone by in the new school year. In August, grade levels looked at gaps between levels in ELA and Common Core Standards.

Ms. Novak reported:

8/29/12: Open House was well attended with a lot of positive feedback.

9/7/12: Cindy Rice, EL School Designer met with grade levels.

9/10/12: Drop in visit from SED.

10/15&16/12: SED will be at NCS regarding the renewal and will meet with the Board of Trustees following their regular meeting on 10/16/12.

Professional Development will be offered by Ms. Novak and Ms. Keicher, using the book Driven by Data.

The upcoming Friday will be the 1<sup>st</sup> Community Circle of the year, led by Ms. Hill.

It was noted that Parent Conferences are being scheduled.

Upon President Muffoletto's arrival, Mr. Scott turned the meeting over to Mr. Muffoletto.

Mrs. Keetch reviewed the Backpack Program being initiated at NCS. She reported that the Food Bank selected NCS to receive 3.5# of food for 50 students for weekends, for one year. She discussed the particulars of the program.

On 10/17, the 2<sup>nd</sup> Annual Anti-Bully Walk will be held at Whirlpool State Park, Pavilion #1 at 10:30 AM.

Ms. Keicher reviewed upcoming Professional Development plans. The Professional Development Interest Assessment for 2012-2013 was used to determine the most desired PD of the staff. Newer staff asked for a focus on Expeditionary Learning, which is being provided. Ms. Keicher noted that each classroom has at least 4 computers. The Classroom Performance System will be used for assessments and makes a great source of data for teachers to use and a refresher of that system will be done 9/27/12. The Study Islands have been linked to State Assessment grades 2-6. There will be a BOCES Webinar on The Paperless Classroom. Many staff members will be attending PD being offered by BOCES. The Power School Parent Portal is open.

At Mr. Scott's request, Ms. Keicher will speak about the use of technology at NCS at a future, regular Board of Trustee meeting.

Standing Committees:

Financial: Ricky Scott:

Mr. Scott reported that with the year just started and that there are no items of concern this early in the year. Financial statements were distributed to Trustees via the Board packets.

Mr. Scott requested that a small savings account with First Niagara in the amount of \$6.14 be closed.

On a motion by Rev. Hague, second by Mr. Phillips, with all in favor and no abstentions the closing of the account was approved.

Governance: James Phillips:

Mr. Phillips distributed and reviewed the NCS Board of Directors Operational Calendar as prepared by the Board of Directors Governance Committee. He noted that it is a "work in progress" and that as items come up, they can be added. It will serve as a living document check-list to assist the Trustees in staying on task. There was discussion regarding having realistic goals and President Muffoletto reminded the Trustees that we have high goals to work towards and added that renewal is based on Annual Yearly Progress, even if the goal is not met. It was suggested that the fourth column be modify to Progress instead of Outcome and to create a different Outcomes document.

Mr. Scott recommended that the Governance Committee give monthly updates and a quarterly report with the September Report to be the final one for the previous year and November, February and May demonstrating the current status.

Mr. Phillips reported that there are four (4) self-evaluations still outstanding and President Muffoletto asked that the delinquent Trustees be contacted by email to request that the evaluations be completed and submitted.

President Muffoletto announced the upcoming seminar being offered by Hodgson Russ on October 23, 2012 regarding Charter School legal issues and asked Ms. LeFauve to scan and send to Trustees.

Mr. Rogers reported that his interviews with Trustees have been very fruitful and that he is putting his report together, expecting to have it completed by the end of the month. A Special Meeting of the Board of Trustees will be held on Tuesday, 10/2/12 at 10AM to receive the oral/written report.

Ms. Novak distributed and reviewed background information regarding current status of NCS in preparation for the renewal visit. Discussion regarding recruiting of ELL students at the Buffalo Refuge Center had Ms. O'Connor explaining that the families do not live there but may very well end up living in the Niagara area.

Academic: Mary Scheeler

Ms. Scheeler recommended that Dr. Bowen's contract to provide services as lead evaluator be renewed, at \$200 per Diem plus mileage. She noted that he came in under budget last year.

On a motion by Ms. Scheeler, second by Rev. Hague, with all in favor and no abstentions, Dr. Brown's contract was renewed.

Unfinished Business:

Committee Appointments:

President Muffoletto reported that he spoke with Mr. Bradberry and that he expects to be here in October. President Muffoletto plans to make committee appointments at that time, as well as to have the election of Vice President.

New Business:

Community Liaison: Megan O'Connor

Ms. O'Connor reported on her activities including visiting Head Start Programs and Information fairs, etc with new flyers about NCS. She is working with families on issues like attendance and providing uniforms. She has 5 shirts on hand to use on loan. She attended the FSA meeting and had the opportunity to meet 34 parents. Ms. O'Connor said that she will assist with the anti-bullying walk, that she is in homerooms everyday and assists at all lunches.

Student Recognition: Darci Novak

Ms. Novak reviewed the students with the Design Principle Spotlight on them this month, with the theme being 'Self Discovery'.

Emergency Conditional Appointments:

In accordance with the requirements of section 1604(39), 1709(39), 1804(9), 1950(4)(II), 2503(18), 2554(25), or 2854(3)(a-2) of the Education Law and NYS Education Department OSPRA rules and regulations, Niagara Charter School approves an emergency conditional appointment of the following employee for a period not to exceed of 20 days. This appointment is conditioned upon receipt of affidavit and

statement indicating whether he or she has a pending criminal charge or a criminal conviction in any jurisdiction.

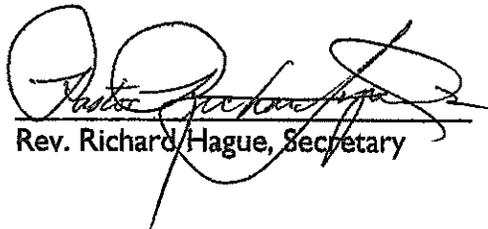
Megan O'Connor – Community Liaison

On a motion by Mr. Phillips, second by Ms. Camacho, with all in favor and no abstentions, Ms. O'Connor was given an emergency conditional appointment.

At 9:50 AM, on a motion by Mr. Scott, second by Ms. Scheeler, with all in favor and no abstentions, the Board of Trustees entered Executive Session to discuss matters of attorney- client privilege.

At 10:13 AM, on a motion by Mr. Scott, second by Mr. Phillips, with all in favor and no abstentions, the Board of Trustees came out of Executive Session.

On a motion by Ms. Camacho, second by Rev. Hague, with all in favor and no abstentions, the meeting was adjourned at 10:14AM.



Rev. Richard Hague, Secretary

**Niagara Charter School  
Minutes of Special Board of Trustees Meeting  
October 2, 2012 10:00 AM  
Niagara Charter School, 2077 Lockport Road, Niagara Falls, NY 14304**

*Trustees in Attendance:* Olga Camacho; Dominic DeBose; Rev. Richard Hague; Janet Hill; James Muffoletto, President; James Phillips; Mary Scheeler; Ricky Scott; and LaKea Strong.

*Trustees Excused:* William Bradberry,  
Trustee via Skype: Dr. Leticia Hahn

*Staff in Attendance:* Jill Keicher, AAO; Justine LeFauve, Recording Secretary; and Darci Novak, CAO.

*Others in Attendance:* Jonathan Schechter, Atty.; and Kenneth Rogers.

The meeting was called to order at 10:02 AM by President Muffoletto, with a quorum of 6 members present 10:02 AM.

Public Notice was confirmed.

Ms. Novak distributed a list of educational acronyms for Trustees.  
President Muffoletto announced that there are some Governance issues to discuss and invited Mr. Kenneth Rogers to present his final, draft report.

At 10:04 AM, on a motion by Mr. Scott, second by Mr. DeBose, with all in favor and no abstentions, the Board of Trustees entered Executive Session to discuss the Governance Assessment and Board Development Report prepared by Mr. Rogers.

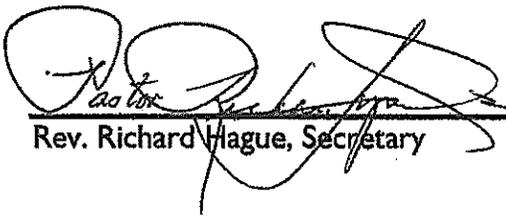
At 11:54 AM, on a motion by Rev. Hague, second by Mr. Phillips, with all in favor and no abstentions, the Board of Trustees came out of Executive Session.

Mr. Rogers was thanked for his report and left the meeting.

Mr. Phillips, as chair of the Governance Committee, was asked to schedule a full-day retreat for the Board of Trustees.

Mr. Schechter reminded the Trustees that it would be an open meeting.

On a motion by Ms. Camacho, second by Mr. Scott, with all in favor and no abstentions, the meeting was adjourned at 12:10 PM.

  
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Rev. Richard Hague, Secretary

**Niagara Charter School  
Minutes of Board of Trustees Meeting  
October 16, 2012 8:00 AM  
Niagara Charter School, 2077 Lockport Road, Niagara Falls, NY 14304**

*Trustees in Attendance:* Olga Camacho; Dominic DeBose; Rev. Richard Hague; Dr. Leticia Hahn; Janet Hill; James Muffoletto, President; James Phillips; Mary Scheeler; Ricky Scott; and LaKea Strong.

*Trustees Excused:* William Bradberry,

*Staff in Attendance:* Jill Keicher, AAO; Justine LeFauve, Recording Secretary; Darci Novak, CAO; and Greg Norton, Business Manager; Megan O'Connor, Community Liaison.

*Others in Attendance:* Jonathan Schechter, Esq.; and Staff members: Lynn Kirshy; Kristine McGuire; Cheri Floriano-Keetch; Aimee Bruno; Sara Felmet; Sherri Kerl and Patti Anderson.

The meeting was called to order at 8:15 AM by President James Muffoletto with a quorum of 9 members present 8:15 AM.

Public Notice was confirmed.

On a motion by Mr. Phillips, second by Ms. Scheeler, with all in favor and no abstentions, the Agenda was approved as presented.

Minutes of the 8/10/12 Special meeting were approved as amended on a motion by Mr. Scott, second by Ms. Strong, with all in favor and no abstentions.

Minutes of the 9/18/12 meeting were approved as amended on a motion by Ms. Scheeler, second by Ms. Hill with all in favor and no abstentions.

Minutes of the 10/2/12 meeting were approved as amended on a motion by Ms. Camacho, second by Mr. Scott, with all in favor and no abstentions.

General Update: Darci Novak

Ms. Novak reported that the SED team is in the second day of their 2-day Site Visit to NCS and will be joining the Board at their meeting later this morning.

Ms. Novak reviewed the many Professional Development opportunities offered to the staff of NCS. On 10/27/12, NCS will have an anti-bullying walk. Cindy Rice would like to schedule a meeting with the Board of Trustees on 10/29/12 for a session on Expeditionary Learning.

Second graders went to Niagara University for swimming lessons.

Mrs. Keetch distributed and reviewed the proposed Anti-bullying Policy. The Dignity for all Student Act (DASA) will be enacted in June 2013 to address Cyber Bullying. The policy proposed today will be reviewed by Mr. Schechter via the Governance

Committee to amend the Charter. President Muffoletto requested an update on where the Policy & Procedures Manual will need to be amended also.

Standing Committees:

Financial: Ricky Scott

Mr. Scott reported that it is early in the school year and that there are no concerns to be addressed at this time. The Financial reports to 9/30/12 were distributed as well as the year-end audit as of 6/30/12. The final Audited statement was found acceptable with Internal Control with no material weakness.

On a motion by Rev. Hague, second by Mr. Scott with all in favor and no abstentions, the Report of the Toski & Co, P.C. was accepted.

Mr. Muffoletto thanked Mr. Scott and Mr. Norton for their good work.

Mr. Scott recommended that the small savings from the Playground Account in the amount of \$281.73 be closed out and moved to the general savings account at First Niagara. On a motion by Ms. Strong, second by Ms. Scheeler, with all in favor and no abstentions, the Board of Trustees approved the closing of the Playground Account with the balance of \$281.73 moved to the General Savings account.

Mr. Scott reported that with First Niagara's acquisition of HSBC accounts, he has received written confirmation of the Line of Credit being in place.

Mr. Scott recommended that the lawnmower be disposed of as NCS is now using a lawn maintenance service. Mr. Norton will check with SED on the procedure for disposing of an asset.

Mr. Scott discussed the condition of the existing shed and recommends that a new shed of a larger size be constructed on the site. Ms. Scheeler suggested that BOCES be contacted for possible construction. The cost would be charged under Facility/Build Out. The building would be used as storage for anything that is not temperature sensitive and have a padlock and camera for security. Mr. Norton will check out the options and report next month, with information included in next month's Board Packet.

Governance: James Phillips

Mr. Phillips will be scheduling a date for the Board Retreat. He is hoping to have a facilitator in place and will set the date at the November meeting with the retreat to be held prior to the New Year. Mr. Scott reminded that there are enough hours on Mr. Rogers first contract that would cover the costs. Mr. Phillips will check Mr. Rogers' availability and noted that not everyone will be available on any one date.

The Governance Committee will meet next on 10/18/12 at 5:00PM and will discuss the anti-bullying policy and how it applies to NCS Handbook and how to integrate it with current electronics policy. Mr. Scott and Rev. Hague asked for notice on the meeting. Mr. Phillips reported that there are still 3 self-evaluations out and he will resend the forms to Rev. Hague, Dr. Hahn and Mr. Bradberry.

Academic: Mary Scheeler

Ms. Scheeler report that the next meeting with Dr. Bowen will be on Monday, 10/22/12.

Community Liaison: Megan O'Connor

Ms. O'Conner announced that there are 11 candidates running for office in the FSA. She thanked Ms. Strong for hosting them at her Café. Ms. O'Connor continues her regular visits to classrooms and sitting with students at lunch. She also is distributing literature about NCS around the community. Rev. Hague reminded her to stop by the new 137 unit Housing Authority residence to leave in their community center.

President Muffoletto announced that membership on NCS standing committees for 2012-2013.

**ACADEMIC:**

Mary Scheeler, Chair  
Pastor Richard Hague  
Dr. Leticia Hahn  
LaKea Strong

Also:

An EL representative  
Darci Novak  
Jill Keicher

**FINANCE:**

Ricky Scott, Chair  
William Bradberry  
James Muffoletto  
James Phillips

**GOVERNANCE:**

James Phillips, Chair  
Olga Camacho  
Pastor Richard Hague  
Janet Hill  
Ricky Scott

Ms. Novak reviewed students in the Design Principle Spotlight – I take the time to think, experiment and make sense of what I observe.

There were no Emergency Conditional Appointments.

President Muffoletto called for a 7 minute recess of the Board of Trustee meeting, to reconvene at 9:15 AM to review the process for Charter Renewal.

The Focus Group will begin at 9:30 AM.

Mr. Schechter reminded the Board that the upcoming Board Development session is clearly an open meeting and requires public notice.

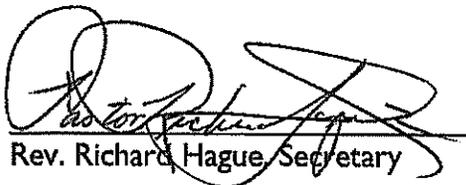
The Board of Trustees reconvened at 9:16AM and the Charter Renewal Process was reviewed by the staff from the State Education Department: Corina Chevez, Susan Gibbons, Karen Laba and Patti Anderson.

The purpose of the Site Visit is to collect additional information that is standard driven and evidence based. Areas to be covered include Academic Success, Organizational Ability, Adherence to the current Charter, Financial Performance, Annual Reports and State assessments.

A report of this site visit will be submitted to NCS for factual correction by late November/early December. After it is corrected it goes, along with their recommendation, to the Board of Regents. In January or February, six Charter Schools are up for renewal- it may be one or two meetings of the Regents. Results could be a 5 year renewal, a 3 year renewal or non-renewal.

The SED team announced that the Performance Framework – standards for the new term are now in draft form. Student academic performance will continue to be pivotal. NCS was told that SED wants to move away from 3-year renewals to 5 year and that 3 year renewals will not be made multiple times. The Framework has not been adopted yet and the team was not sure what the recommendation will be. It was noted that the Charter Agreement is between NCS and SED and that the new standards are not very different and that while they are standardized some individual goals are inserted. The Performance Framework tried to align the Charter agreement, laws & regulations for Public Schools and the NCS Charter with respect for the autonomy of NCS. It was also noted that Race to the Top has only a small role in the process of Charter Renewal.

On a motion by Ms. Strong, second by Mr. Scott, with all in favor and no abstentions, the meeting was adjourned at 9:30 AM.



Rev. Richard Hague, Secretary

**Niagara Charter School  
Minutes of Board of Trustees Meeting  
November 20, 2012 8:00 AM  
Niagara Charter School, 2077 Lockport Road, Niagara Falls, NY 14304**

*Trustees in Attendance:* Olga Camacho; Dominic DeBose; Rev. Richard Hague; Dr. Leticia Hahn; Janet Hill; James Muffoletto, President; James Phillips; Mary Scheeler; and Ricky Scott.

*Trustees Excused:* William Bradberry; and LaKea Strong.

*Staff in Attendance:* Jill Keicher, AAO; Justine LeFauve, Recording Secretary; and Greg Norton, Business Manager;

*Others in Attendance:* Jonathan Schechter, Esq. & *Staff members* Lynn Kirshy; Kristine McGuire; Cheri Floriano-Keetch; Julie Stevener

The meeting was called to order at 8:10 AM by President James Muffoletto with a quorum of 7 members present 8:10 AM.

Public Notice was confirmed.

On a motion by Ms. Camacho, second by Ms. Scheeler, with all in favor and no abstentions, the Agenda was approved as amended.

Minutes of 10/16/12 meeting were approved as amended on a motion by Ms. Scheeler, second by Ms. Hill with all in favor and no abstentions.

President Muffoletto, on behalf of the Board of Trustees offered Congratulations to Megan O'Connor Corsaro on her very recent marriage.

General Update: Jill Keicher

Ms. Keicher reviewed the many upcoming Professional Development opportunities for Niagara Charter School staff. She also thanked everyone that participated in the Anti-bullying Walk and announced the 1<sup>st</sup> Expedition Night coming up on 12/12/12, 5-7 PM.

Mrs. Keetch distributed and reviewed the proposed Anti-bullying Policy. The Dignity for all Student Act (DASA) will be enacted in June 2013 to address Cyber Bullying. The policy proposed will be reviewed by Mr. Schechter.

On a motion by Mr. Scott, second by Rev. Hague, with all in favor and no abstentions, the Anti-Bullying Policy was approved pending Mr. Schechter's approval of the language and will replace the current policy in the manual.

Mr. Norton discussed the differences between Scale Scores and Performance Levels for the NY State standardized tests for ELA & Math given to students in grades 3 to 6 each year. He reviewed the changes to cut scores and test rigor over the past several years, and that doing year-to-year comparisons was not possible until the 2011-2012 school year when cut scores and rigor were the same for two years in a row. Mr. Norton outlined the difference between test score analysis based co-hort growth vs. achievement. He noted that for 2013 tests the new Common Core Standards will take effect thereby making the tests inconsistent with those in prior years. Ms. Hill reported that the teachers have been aware of the Common Core Standards for quite awhile.

Standing Committees:

Financial: Ricky Scott

Mr. Scott reported that there are no current concerns regarding the financial conditions of NCS.

The Finance Committee recommended the replacement of the storage shed. It will have an overhead door and be on a crushed stone base. The quote of cost of \$4,459.00 for its installation on site has been received. On a motion by Rev. Hague, second by Mr. Scott with all in favor and no abstentions, the expenditure, not to exceed \$5000.00, was approved.

Mr. Scott reported that the sale of the lawnmower will be delayed until Spring, when it should have some increase in value.

Governance: James Phillips

Mr. Phillips announced that a Board Retreat will be held on December 1, 2012 at the Niagara Falls Library, on the second floor. It will be from 9AM-3PM with a one-hour lunch break.

Ms. Camacho distributed "Wish List" forms and asked that they be completed before leaving NCS this morning, in order to pass them on to Mr. Rogers. It was noted that all Trustees have been provided a draft of the Board Covenant. Mr. Phillips pointed out that we want and need everyone engaged in the board's work here at NCS and that we need to define "excused" absences.

Ms. Hill noted that she would be out of town on 12/1/12.

Mr. Phillips reported that the evaluations are in, with 8 responses out of 11. Mr. Scott questioned the value of the tool being used and suggested it be reconsidered. Mr. Phillips recommended it be done after the retreat.

Academic: Mary Scheeler

Ms. Scheeler: no report. The committee will meet immediately following this meeting.

Ms. Keicher reviewed students in the Design Principle Spotlight – I am responsible for directing my own learning.

There were no Emergency Conditional Appointments.

At 9:13AM, on a motion by Mr. Phillips, second by Ms. Camacho, with all in favor and no abstentions, the Board of Trustees went into Executive Session to discuss matters of attorney-client privilege. Staff left the meeting.

At 9:52AM, on a motion by Ms. Camacho, second by Mr. Phillips, with all in favor and no abstentions, the Board of Trustees came out of Executive Session.

On a motion by Ms. Camacho, second by Mr. Scott, with all in favor and no abstentions, the meeting was adjourned at 9:54 AM.

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Rev. Richard Hague, Secretary

MINUTES OF A SPECIAL MEETING  
OF THE BOARD OF DIRECTORS  
OF  
NIAGARA CHARTER SCHOOL

December 1, 2012

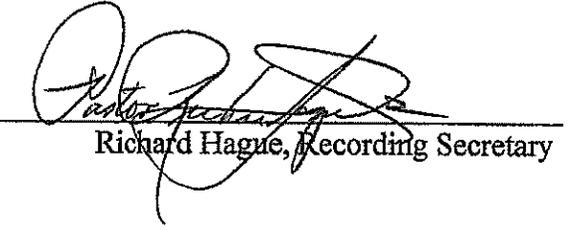
A Special Meeting of the Board of Trustees of the Niagara Charter School was held on December 1, 2012 at the Niagara Falls Public Library. The Trustees in attendance were: James C. Muffoletto, Dominic DeBose, Mary Scheeler, James Phillips, Olga Camacho, Ricky Scott and Pastor Richard Hague. The Trustees excused were Ms. Janet Hill and Mr. Bill Bradbury. Trustees not in attendance were Dr. Leticia Hahn and Ms. Lakea Strong. The meeting commenced at 9:22 a.m.

Also in attendance at the meeting were Kenneth Rogers, Consultant, who would be leading a retreat session on governance and leadership and as a guest, Jonathan D. Schechter, attorney for the School.

The meeting commenced at 9:22 a.m. wherein Mr. Rogers led the training for this session. Mr. Rogers handed out the session materials, including the Power Point presentation attached hereto and the Niagara Charter School Trustee Covenant 2012-2013 attached hereto.

The session ended at 3:00 p.m. and all in attendance felt it was very worthwhile.

Duly Submitted.

  
Richard Hague, Recording Secretary

As amended 12/18/12.

**Niagara Charter School  
Minutes of Board of Trustees Meeting  
December 18, 2012 8:00 AM  
Niagara Charter School, 2077 Lockport Road, Niagara Falls, NY 14304**

*Trustees in Attendance:* Olga Camacho; Dominic DeBose; Rev. Richard Hague; Dr. Leticia Hahn; Janet Hill; James Muffoletto, President; James Phillips; Mary Scheeler; and Ricky Scott.

*Trustees Excused:* William Bradberry; and LaKea Strong.

*Staff in Attendance:* Darci Novak, CAO; Jill Keicher, AAO; Justine LeFauve, Recording Secretary; Megan Corsaro, Community Liaison; and Greg Norton, Business Manager

*Others in Attendance:* Jonathan Schechter, Esq. & *Staff members* Lynn Kirshy; Kristine McGuire; Julie Stevener; Sara Felmet; Aimee Bruno; Sherrie Kerl; Angela Vetrano; and Linnea DuFour.

The meeting was called to order at 8:07 AM by Rev. Hague, Secretary of the Board of Trustees, with a quorum of 6 members present 8:07 AM.

Public Notice was confirmed.

The agenda was approved as amended on a motion by Mr. Scott, second by Mr. DeBose with all in favor and no abstentions.

A moment of silence was held in remembrance of the victims of the Sandy Hook Elementary School shootings.

The minutes of the 11/20/12 meeting were approved as amended on a motion by Mr. Scott, second by Ms. Camacho, with all in favor and no abstentions.

President Muffoletto assumed the chair at 8:15AM.

**General Update:** Darci Novak

Ms. Novak reviewed the "next steps" in light of the Sandy Hook tragedy and how to help our students, as appropriate. Front door policy will be reviewed and lock down procedures will be practiced upon return from Christmas break. A letter to parents will let them know that safety is top priority at NCS.

After several concerns and possible actions regarding safety at NCS were offered, President Muffoletto asked Mr. Norton to contact Doyle Security, as he had suggested, to come into NCS to evaluate and make recommendations on security issues.

Ms. Novak distributed and reviewed the information regarding changes in Test Guides as well as Close Reading in Elementary Schools.

Ms. Kerl, Ms. DuFour and Ms. Vetrano presented the Kindergarten Expedition "Introducing Me".

**Finance Committee:** Ricky Scott

Mr. Scott reported that NCS is on target in terms of the budget and welcomed any questions from Trustees.

Governance Committee: James Phillips

Mr. Phillips reviewed the Retreat held for Trustees on 12/1/12 and noted that the minutes of the meeting will be added to the Board Book. It was agreed that there was good value to the session that brought forward the need to work on Core Values and Vision for the Board as well as ways to improve communications. The Board Covenant is in draft form and will be brought back to the Trustees. Mr. Rogers offered to review all of the documents and he also offered good ideas for succession planning. Mr. Schechter will be checking on the verbiage of the Covenant.

Academic: Mary Scheeler

Ms. Scheeler reported that the committee was updated on the status of aligning of EL and Common Core Standards. Curriculum mapping will be focused upon at the 1/30/13 meeting with teachers.

Community Liaison: Megan Corsaro

Ms. Corsaro reported that the anti-bullying walk was a strong event with ±70 supporters walking in pouring rain.

The FSA has elected their officers for the year.

The results of the 2012-2013 Parent Surveys were discussed, with it noted that 78 surveys were returned. Ms. Corsaro offered to provide more detail if desired by Trustees.

Ms. Novak congratulated the 6<sup>th</sup> grade on their great job on Expedition Night. ±80 families attended and participated in the several interactive stations on Ancient Egypt. Honor Roll and Merit Roll stickers are being provided by the FSA.

Student Recognition: Darci Novak

Ms. Novak offered recognition to students selected for the Design Principle Spotlight: I respect and value the ideas of others. She noted that their pictures are on the entry board.

Mr. Schechter asked that the minutes of the 12/1/2012 meeting be amended to indicate that Ms. Hill and Mr. Bradberry were excused.

There were no Emergency Conditional Appointments.

On a motion by Ms. Camacho, second by Ms. Scheeler, with all in favor and no abstentions, the meeting was adjourned at 9:15 AM.

Christmas greetings were exchanged.

  
Rev. Richard Hague, Secretary



Niagara Charter School  
Minutes of Board of Trustees Meeting  
January 22, 2013 8:00 A.M.  
Niagara Charter School, 2077 Lockport Rd., Niagara Falls, N.Y. 14304

*Trustees in Attendance:* Olga Camacho; Rev. Richard Hague; Dr. Latcia Hahn; Janet Hill; James Muffoletto; Mary Scheeler; Ricky Scott; Lakea Strong.

*Trustees Excused:* James Phillips; Dominic DeBose; and William Bradberry.

*Staff in Attendance:* Darci Novak, CAO; Jill Keicher, AAO; Dawn Kern, Acting Secretary; Megan Corsaro, Community Liaison; Greg Norton, Business Manager.

*Others in Attendance:* Jonathan Schechter, Esq. & *Staff* members: Lynn Kirshy; Julie Stevener; Tim Wiles; and Kristine McGuire.

The meeting was called to order at 8:09 A.M. by James Muffoletto, Board President, with a quorum of 8 members present.

Public Notice was confirmed.

On behalf of the board of trustees, James Muffoletto thanked Justine LeFauve for her 8 years of service as Recording Secretary.

The agenda was approved on a motion by Ms. Scheeler, second by Mrs. Camacho; the motion passed with all in favor and no abstentions.

The minutes of the 12/18/12 meeting were approved on a motion by Mr. Scott, second by Ms. Scheeler; the motion passed with all in favor and no abstentions.

CAO General Update: Darci Novak

Mrs. Keicher and Ms. Novak attended the BOCES Professional Development session titled "The Role of the Administrator & Data in the RtT Initiative". This workshop addressed data reporting, district report cards and accountability, and student growth. BOCES will be holding a follow-up session in February, and administration plans on attending.

On Jan. 10<sup>th</sup> grade level meetings were held, and administration and teachers analyzed student work samples, text based responses, rigor, and the Common Core Learning Standards.

On Jan. 11<sup>th</sup> there was a half day of school, and Parent/Teacher Conferences were held. The conferences were well attended, and parents who unable to attend participated by phone.

On Jan. 15<sup>th</sup> Rosemary Yurkewitz was here from Buffalo State College. This year Niagara Charter will have 6 student teachers assigned to our school, and they are scheduled to start in late March.



NIAGARA  
Charter School

Terra Nova assessments were given administered to grades K-6 on Jan. 15<sup>th</sup> –Jan. 17<sup>th</sup>. The primary grades were administered the Terra Nova 3<sup>rd</sup> Edition, which is the same edition as the test last year. Grades 3-6 were administered the Common Core editions, and teacher consensus was it was more rigorous than last year. The Common Core edition included both short and extended responses. The Math portion was also challenging for students, and administration is hoping this is a good indication of what the state assessments will look like for both ELA and Math.

Ms. Novak and Mrs. Keicher will be attending the Expeditionary Learning Leader's Retreat on Jan. 23<sup>rd</sup>, and the theme of the retreat is "The successful implementation of Common Core."

Cindy Rice from Expeditionary Learning will be here in February to provide staff with additional professional development on text based responses.

Mr. Wiles and Ms. McGuire did a presentation on implementing Expeditionary Learning Modules.

Community Liaison: Megan Corsaro

Mrs. Corsaro reported on her recruiting efforts. She is advertising in the local Pennysavers, and possibly local radio stations. We now have an apply now button on the NCS website for people to fill out application and e-mail it directly to Dawn Kern and Tamika Brown. Mrs. Corsaro dropped applications off at Headstart and will do a presentation there with Mrs. Kirshy on Feb. 26<sup>th</sup> and 27<sup>th</sup>.

The January FSA meeting is 1/22/13 at the school, at 6:00 P.M.

The goal for the FSA is a positive approach, and 1 idea for fundraising and 1 idea on how to use the money raised.

Lunchroom behavior and expectations were discussed. Mrs. Corsaro will be attending Advocacy day on 2/5/13 with Mr. Phillips.

Finance Committee: Mr. Scott reported that the finance committee met last week. NCS is on target in terms of the budget. Mr. Scott presented the proposal upgrade to the school security system from Doyle Security. An outdoor intercom and buzzer system, and extra alarms on other doors with a keypad. Upgrades will cost approximately \$7300.00 with a monthly monitoring fee of \$39.00.

Mr. Scott made the motion to approve the upgrades to the security system, second by Mrs. Camacho; the motion passed with all in favor and no abstentions.

Governance Committee: Mr. Scott reported due to Mr. Phillips absence.

Mr. Scott passed out a board covenant packet to be reviewed by members and discussed at the next board meeting.

At this time the board went into executive session, to discuss matters of attorney client privilege.



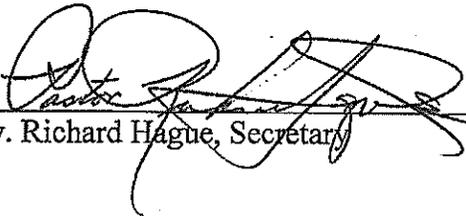
Ms. Scheeler made the motion to come out of executive session, second by Mr. Scott; the motion passed with all in favor and no abstentions.

Academic: Mary Scheeler

Ms. Scheeler reported that there would be a brief meeting of the committee after the board meeting about realigning common core.

Ms. Novak read the names of the students who were in the January Design Principle Spotlight.

A motion to adjourn was made by Mrs. Camacho and second by Mr. Scott; the motion passed with all in favor and no abstentions.



Rev. Richard Hague, Secretary



Niagara Charter School  
Minutes of Board of Trustees Meeting  
February 19, 2013 8:00 A.M.  
Niagara Charter School, 2077 Lockport Rd., Niagara Falls, N.Y. 14304

*Trustees in Attendance:* Olga Camacho; Rev. Richard Hague; Janet Hill; James Muffoletto; Ricky Scott; James Phillips.

*Trustees Excused:* Mary Scheeler; Lakea Strong ;Leticia Hahn; and William Bradberry.  
*Staff in Attendance.:* Jill Keicher, AAO; Dawn Kern, Acting Secretary; Megan Corsaro, Community Liaison; Greg Norton, Business Manager.  
*Staff Members :*Lynn Kirshy; Julie Stevener; Cheri Keetch; and Kristine McGuire.  
*Others in Attendance:* Jonathan Schechter, Esq.

The meeting was called to order at 8:15 A.M. by James Muffoletto, Board President, with a quorum of 6 members present.

Public Notice was confirmed.

The amended agenda was approved on a motion by Mrs. Camacho, second by Mr. Phillips; the motion passed with all in favor and no abstentions.

The minutes of the 1/22/13 meeting were approved on a motion by Mr. Scott, second by Janet Hill; the motion passed with all in favor and no abstentions.

CAO General Update: Jill Keicher

Administration attended professional development in Albany on the 6<sup>th</sup> and 7<sup>th</sup> of February. The focus was student engaged assessment.

On February 8<sup>th</sup> teachers used ELA and Math instructional alignment documents to self- assess their current instruction as it aligns to El and the Common Core. Based on their self- assessment, teachers were then required to set two ELA and Math goals from now to June.

On Monday February 11, learning walks of CREW morning meetings and the newly implemented modules were conducted. Staff has already received individual and whole group feedback.

On Wednesday February 13<sup>th</sup>, we held a staff meeting with a focus on Common Core Math. Teachers watched a video of an effective CCLS Math lesson and used a note catcher to gather evidence. This was a kick-off of the work we will be doing with the staff around Math. Terra Nova test are back and I have begun to analyze the results. Once the analysis is complete, I will make a report to the board; a more detailed report will be given during an April Academic Committee meeting.

Teacher Presentation: Cheri Keetch

Cheri Keetch presented a report on the OLWEUS Bullying Program. Mrs. Keetch compared the results of the Bully Survey the students completed from 2011 to 2012. Overall, the data shows



positive results. Mr. Scott asked her to put together a wish list for more resources for Mrs. Novak, who then can present it to the board. In addition, the board would like to fill all the slots for the backpack program.

Community Liaison: Megan Corsaro

Mrs. Corsaro has recruitment presentations on February 26<sup>th</sup> and 27<sup>th</sup> at Headstart. There is a NCS advertisement in the N.W. Tribune and Lew-Port Sentinel, beginning February 28<sup>th</sup> for 4 weeks.

There is also a radio commercial on WBLK for 2 weeks during March.

New flyers with the "Apply On-Line" added to them have been put around the community.

Mrs. Corsaro and Mrs. Novak are working together to create a Common Core Learning Standards parent workshop.

The FSA is planning a Family Fun Night to be held in May.

Mrs. Corsaro, Mr. Phillips, and Mr. Wiles attended the Charter School /advocacy Day.

Mrs. Corsaro and Administration met with representatives of Niagara Catholic School to talk about the opportunities there, for our graduating 6<sup>th</sup> Graders.

Finance Committee: Ricky Scott

Mr. Scott reported that the finance committee met last week. NCS is on target in terms of the budget. He also reported that the employer's contribution rate to TRS for next year is expected to increase by over 4 percent, to 16.25 percent, which will have to be taken in consideration in next year's budget.

Governance Committee: James Phillips

The committee will set a standing schedule, for their meetings. March 14<sup>th</sup> at 5:15 is next meeting.

The Board Covenant was discussed, after changes were made, Mr. Muffoletto made the motion to accept amended Covenant; second by Rev. Hague; the motion passed with all in favor and no abstentions.

At 9:40 the board went into executive session, to discuss matters of attorney client privilege.

Janet Hill made the motion to come out of executive session, second by Mr. Scott; the motion passed with all in favor and no abstentions.

Mr. Phillips asked about the standing water at the end of driveway. Greg Norton indicated he would contact the landlord to correct the problem.

Mr. Phillips also asked about a background check for parent volunteers.



Mrs. Keicher announced the following names of the students who were in the February Design Principle Spotlight. Aihana Raymond, Dewayne Jamison, Laterius Brantley, Briana Beasock, Tony Colucci, Victoria McKenzie, Jamia Booker, Kadence Arnet, Wilfredo Borges, Christian Wall, Diamond Strawder, Amaya Elder, Jabbar Ellis, Denasia Starks, Jordan Parks, Jasmine Williams, Salee Sanders, and Aviel Brinson.

Dawn Kern read the following resolution:

In accordance with the requirements of section 1604(39), 1709(39), 1804(9), 1950(4)(II), 2503(18), 2554(25), or 2854(3)(a-2) of the Education Law and NYS Education Department OSPRA rules and regulations, Niagara Charter School approves an emergency conditional appointment of the following employees for a period not to exceed of 20 days. This appointment is conditioned upon receipt of affidavit and statement indicating whether he or she has a pending criminal charge or a criminal conviction in any jurisdiction.

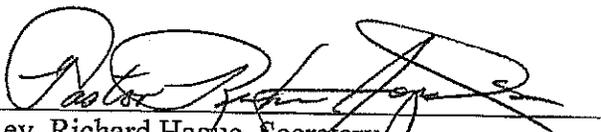
Kendall Davis - Cafeteria Substitute Worker

Kathleen Bailey - Cleaner

Mr. Phillips made the motion to approve the conditional appointments; second by Mr. Scott; the motion passed with all in favor and no abstentions.

At 10:30 a motion to adjourn was made by Mrs. Camacho and second by Mr. Phillips; the motion passed with all in favor and no abstentions.

Duly Submitted:

  
Rev. Richard Hague, Secretary



Niagara Charter School  
Minutes of Board of Trustees Meeting  
March 8, 2013 1:00P.M.  
Niagara Charter School, 2077 Lockport Rd., Niagara Falls, N.Y. 14304

*Trustees in Attendance:* Olga Camacho; Dr. Laticia Hahn; Janet Hill; James Muffoletto; James Phillips; Ricky Scott; Lakea Strong.

*Trustees Excused:* Mary Scheeler, Rev, Richard Hague

*Trustees Not in Attendance:* Bill Bradberry; Dominic DeBose.

*Staff in Attendance:* Darci Novak, CAO; Jill Keicher, AAO; Dawn Kern, Acting Secretary; Greg Norton, Business Manager.

*Others in Attendance:* Jonathan Schechter, Esq.

The meeting was called to order at 1:10 P.M. by James Muffoletto, Board President, with a quorum of 7 members present.

Public Notice was confirmed.

Mr. Muffoletto explained that SED has proposed a charter renewal of one year in their report to the Board of Regents for the March 11<sup>th</sup> meeting.

He noted that Ms. Novak and he had a phone conference with Bill Clark. SED is only proposing 5 year charters or a 1 year charter for schools who did not meet their goals as determined by the SED.

NCS will be on the Board of Regents Agenda for March 11<sup>th</sup> and March 12<sup>th</sup>.

Mr. Muffoletto and Ms. Novak also had discussions with Mr. Bennett (Board of Regents Member) and Mr. Bill Phillips (from the NECSN)

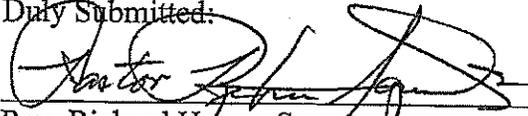
Results of these discussions were that NCS scores were low; the Pinnacle lawsuit was part of the problem, board dysfunction, and letters written to SED, by a trustee. Ms. Novak noted that a 1 year renewal is not sufficient for a true assessment. This is the first year for the common core curriculum, and a new state test with no benchmark for comparison.

At this time the board went into executive session, to discuss matters of attorney client privilege

A Motion to come out of executive session was made by Mrs. Camacho and second by Mr. Phillips; the motion passed with all in favor and no abstentions.

At 2:00 P.M. a motion to adjourn was made by Mr. Scott and second by Leticia Hahn; the motion passed with all in favor and no abstentions.

Duly Submitted:



Rev. Richard Hague, Secretary

Niagara Charter School  
Minutes of Board of Trustees Meeting  
March 19, 2013 8:00 A.M.  
Niagara Charter School, 2077 Lockport Rd., Niagara Falls, N.Y. 14304

*Trustees in Attendance:* Olga Camacho; Rev. Richard Hague; Janet Hill; James Muffoletto; Ricky Scott; James Phillips, Dominic DeBose, Leticia Hahn, and Lakea Strong.

*Trustees Excused:* Mary Scheeler, Mr. Bradberry

*Staff in Attendance:*; Darci Novak, CAO; Jill Keicher, AAO; Dawn Kern, Acting Secretary; Megan Corsaro, Community Liaison; Greg Norton, Business Manager.

*Others in Attendance:* Jonathan Schechter, Esq.

The meeting was called to order at 8:40 A.M. by James Muffoletto, Board President, with a quorum of 6 members present.

Public Notice was confirmed.

The agenda was approved on a motion by Mrs. Camacho, second by Mr. Scott; the motion passed with all in favor and no abstentions.

The minutes of the 2/19/13 meeting were approved on a motion by Rev. Hague, second by Mr. Phillips; the motion passed with all in favor and no abstentions.

The minutes of the 3/8/13 special meeting were approved on a motion by Mr. Phillips, second by Mrs. Camacho; with all in favor and one abstention. (Rev. Hague)

James Muffoletto: Charter Renewal

Mr. Muffoletto explained that he has had extensive conversations with Chancellor Emeritus Bennett. He will be visiting the school on Thursday, March 21, 2013 at 8:00 AM. He also has had conversations with Mr. Phillips from NECSN, about our charter renewal.

CAO General Update: Darci Novak

Ms. Novak, Mrs. Keicher and 2 teachers attended the ELOB National Conference in Maryland. Session topics included flexible grouping, student led conferences, team building, and enrichment intensives. Next year's conference is in October.

Dr. Bowen was here on Feb. 7<sup>th</sup> for a half day. They talked about the renewal and the Terra Nova results. He will be at the Common Core Parent Meeting in April.

Ms. Novak and Mr. Phillips attended the 10<sup>th</sup> annual safe schools seminar; she will present more information at the April Board Meeting.

March 27<sup>th</sup> is Expedition Night from 5:00 to 7:00 PM. Trustees were invited to attend.

Mrs. Novak then passed out packets to the trustees, these packets included Terra Nova data examples, and the results of teacher meetings. The teachers were given their class results and asked to analyze the data, pick the top 3 challenges and form action plans to put in place between now and the State Tests.

Community Liaison: Megan Corsaro

Mrs. Corsaro reported that we have received 67 applications for next year. 44 of which are applications for Kindergarten. 12 applications have come in on-line.

The radio commercial is now running for NCS, and will run until March 24<sup>th</sup>.

April 10<sup>th</sup> at 5PM will be the parent workshop: An Introduction to the Common Core State Standards. We are also looking to add an internet safety presentation at that time through the National Center for Missing and Exploited Children. The FSA is planning a Family Fun Night to be held May 3<sup>rd</sup>.

Mrs. Corsaro will be working with Mrs. Keetch and other staff members on ideas for a Pep Rally before State Testing.

The Food Bank backpack program is up to 39 participants.

Finance Committee: Ricky Scott

Mr. Scott reported that the finance committee met last week. NCS is on target in terms of the budget. There are no items for concern.

Governance Committee: James Phillips

The committee met last Thursday, they have made a set schedule for their meetings. They will be on the 2<sup>nd</sup> Thursday of the month. 4/11, 5/19, and 6/13 are the dates for the upcoming meetings, in the conference room at 5:15PM.

The committee also discussed Trustee participation, and upcoming events available for participation. Mr. Phillips spoke about training at St. John Fisher College on May 8<sup>th</sup> that 2 board members could attend.

Mr. Phillips stated that the committee also discussed missing board evaluation and covenants.

Mr. Scott added that the covenants should be signed at the next meeting. Mr. Phillips will forward the corrected covenant to Mr. Schechter who will make revisions and have ready to be signed April 23<sup>rd</sup>.

Ms. Novak announced the winners of the 6<sup>th</sup> grade student government elections, and also noted how proud she was of the students who made their speeches in front of an audience.

The winners of the election are: Skylar Van Every, Cameron Reed, Denasia Starks, Wes-Shyah Thompson, Kayla Colucci, and Tyrahja Welch. Rev. Hague asked about a honor Society, Ms. Novak will look into it.

Ms. Novak announced the following names of the students who were in the March Design Principle Spotlight: Derrick Homeyer, Donnell Richardson, Egypt Holland, Courtae Sistrunk, Jada McDougal, Dominick Homeyer, Makia McTyere, Shiella Pembleton, Novalei Colucci, Neria Johnson-Murphy, Axlexis Alcorn, Tiana Koziel, Laterio Humphrey, Capria Lamar, Geoffrey Sandiford, Tyrahja Welch, Elana Darrell, and Kiowa Mt. Pleasant.

Dawn Kern read the following resolution:

In accordance with the requirements of section 1604(39), 1709(39), 1804(9), 1950(4)(II), 2503(18), 2554(25), or 2854(3)(a-2) of the Education Law

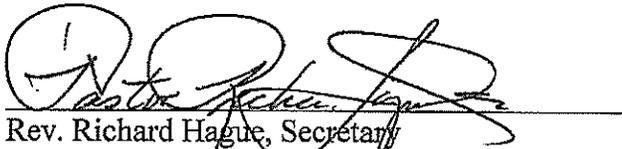
and NYS Education Department OSPRA rules and regulations, Niagara Charter School approves an emergency conditional appointment of the following employees for a period not to exceed of 20 days. This appointment is conditioned upon receipt of affidavit and statement indicating whether he or she has a pending criminal charge or a criminal conviction in any jurisdiction.

Kathleen Bailey - Cleaner

Mr. Phillips made the motion to approve the conditional appointments; second by Mr. Scott; the motion passed with all in favor and no abstentions.

At 10:20 a motion to adjourn was made by Mr. Scott and second by Mrs. Camacho; the motion passed with all in favor and no abstentions.

Duly Submitted:

  
Rev. Richard Hague, Secretary

Niagara Charter School  
Minutes of Board of Trustees Meeting  
April 22, 2013 8:00 A.M.  
Niagara Charter School, 2077 Lockport Rd., Niagara Falls, N.Y. 14304

Revised 5/21/13

*Trustees in Attendance:* Olga Camacho; Janet Hill; James Muffoletto; Ricky Scott; James Phillips; Mary Scheeler.

*Trustees Excused:* Leticia Hahn; Mr. Bradberry; Lakea Strong.

*Staff in Attendance:* Darci Novak, CAO; Jill Keicher, AAO; Dawn Kern, Acting Secretary; Megan Corsaro, Community Liaison; Greg Norton, Business Manager.

*Others in Attendance:* Jonathan Schechter, Esq.

*Teachers in attendance:* A. Bruno; L. Kirshy; C. Keetch; A. DiMaggio; K. McGuire.

The meeting was called to order at 8:10 A.M. by James Muffoletto, Board President, with a quorum of 6 members present.

Public Notice was confirmed.

The agenda with corrections was approved on a motion by Mrs. Camacho, second by Mr. Scott; the motion passed with all in favor and no abstentions.

The amended minutes of the 3/19/13 meeting were approved on a motion by Mr. Scott, second by Mrs. Scheeler; the motion passed with all in favor and no abstentions.

CAO General Update: Darci Novak

Ms. Novak stated that the ELA state assessments were given last week, on Tuesday, Wednesday, and Thursday. The makeups were on Friday. Every student took the test but one, who was out of town. This week is the Math assessment, given on Wednesday, Thursday, and Friday.

The sixth grade team and Ms. DiMaggio went to Rochester to score the ELA's on Monday, April 22<sup>nd</sup>. We are scoring with Dorothy Porteus.

The scoring went well, and was extremely organized.

Ms. Novak also spoke about the Violence in schools symposium. She went over a handout on things we can do.

Teacher Representative: Amy DiMaggio

Ms. DiMaggio did a Powerpoint presentation on Building Capacity through Change. She described researched based theories of leadership during times of change. Ms. DiMaggio also talked about the differences between first and second order change. She applied research theories to current changes taking place at Niagara Charter School, and also explained how the administration team here, has been building the capacity of staff through knowledge building and sharing.

Community Liaison: Megan Corsaro

Mrs. Corsaro talked about the Lottery, and how this year is the first year we had to actually draw names for Kindergarten, since 2006.

There are 20 Kindergarteners on the wait list, with more applications coming in daily, and approximately 37 students on the waitlist for grades 1 thru 6.

Exhibition Night had 56 families in attendance. On April 8<sup>th</sup> at 5:00 P.M. we had a Common Core Presentation with 8 parents in attendance.

May 3 is the FSA's Family Fun Night. There will be face painting, a basketball tournament, movie room, food, games, and digital ID's being done by the National Center for Missing and Exploited Children.

Mrs. Corsaro is continuing with her duties involving uniforms, the backpack program, and cafeteria monitoring.

Mrs. Corsaro was concerned about what to tell parents, when asked about the renewal of Charter. Mr. Muffoletto is preparing something for her.

Finance Committee: Ricky Scott

Mr. Scott reported that the finance committee met this week. There are no items for concern, and we are spending prudently.

Also the employee's health insurance contract renewal is due. The premiums have gone up by 3%. The motion was made by Mrs. Scheeler to renew the contract, second by Mr. Scott; the motion passed with all in favor and 2 abstentions, Mrs. Hill and Mrs. Camacho.

Governance Committee: James Phillips

The committee met April 11<sup>th</sup>. The board covenant was reviewed, changes will be made and the covenant will be included in next month's board packet, to be signed and returned at the May Board meeting. The covenant will come into effect after the annual meeting, for the new year. It was decided that the first infraction of rules, would be a verbal warning by e-mail. The 2<sup>nd</sup> infraction, a review would take place by the governance committee and a recommendation of a course of action to the Board. Copies of all actions would be kept in a governance binder at school.

The board structure was discussed, the possibility of 2 vice presidents, and developing a succession plan for president is to be discussed at the next meeting.

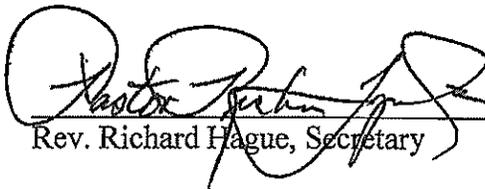
Several seats of the board are up for election. These included: the president, vice president, 2 teacher trustees, and 2 parent trustees. Interested parties will be invited to the May board meeting to do a 3-5 minute introduction of themselves. Voting will take place at the June annual meeting, and new trustees will be installed at the July board meeting.

Participation of the trustees was discussed. On 4/11/13 4 trustees were at the Governance Committee meeting. On 4/17/13 2 trustees attended the Finance Committee Meeting, 5 trustees attended the Common Core Presentation and 6 trustees attended Exhibition Night.

Ms. Novak announced the following names of the students who were in the April Design Principle Spotlight: Jarrett Phillips, Ashley Nagelhout, Ephraim Strong, Savannah Diaz, Jaylyn Davis, Tamyia Porter, Kortez Taylor, Jerry Phillips, Carl Ealy, Skylar Berry, Amiere Hunley, Akyla Swans, Tavonya Spencer, Joseph Phillips, Trinity Nunez, Ziajah Mozell, Ephraim Strong, and Jacob Phillips.

At 10:15 a motion to adjourn was made by Mr. Phillips and second by Mrs. Camacho; the motion passed with all in favor and no abstentions.

Duly Submitted:



Rev. Richard Hague, Secretary

Niagara Charter  
Minutes of Board of Trustees Meeting  
May 21, 2013 8:00 A.M.  
Niagara Charter School, 2077 Lockport Rd., Niagara Falls, N.Y. 14304

*Trustees in Attendance:* Olga Camacho; Janet Hill; James Muffoletto; Ricky Scott; James Phillips; Mary Scheeler, Lakea Strong, Pastor Richard Hague, Dominic DeBose.

*Trustees Excused:* Leticia Hahn; Mr. Bradberry;

*Staff in Attendance:* Darci Novak, CAO; Jill Keicher, AAO; Dawn Kern, Acting Secretary; Megan Corsaro, Community Liaison; Greg Norton, Business Manager.

*Others in Attendance:* Jonathan Schechter, Esq.

*Teachers in attendance:* A. Bruno; L. Kirshy; C. Keetch; A. DiMagggio; K. McGuire; S. Felmet; E. Reynolds; T. Lyness.

The meeting was called to order at 8:10 A.M. by Richard Hague, Board Secretary, with a quorum of 7 members present.

Public Notice was confirmed.

The agenda with corrections was approved on a motion by Mr. DeBose, second by Mr. Scott; the motion passed with all in favor and no abstentions.

The amended minutes of the 4/22/13 meeting were approved on a motion by Mr. Scott, second by Mrs. Camacho; the motion passed with all in favor and no abstentions.

Mr. Muffoletto arrived at 8:15 A.M. to preside.

CAO General Update: Darci Novak

Ms. Novak reported that on 5/1/13 the staff participated in a full day of professional development with Brian Medler, author of "Taming of the Crew", and co-author of "Discipline with Dignity." Mr. Medler spoke to the staff about dealing with difficult students, and gave the tips and strategies for working with them. On 5/24/13 EL will be here for staff development. It is the 3<sup>rd</sup> session of Total Participation Techniques for Engaging Students and Math Workshop 2.0. The week of May 6<sup>th</sup> was Teacher Appreciation Week, everyday administration celebrated with a different gift for the teachers. N.Y.S. selected 4<sup>th</sup> grade for an ELA field test on 6/3/13. Mr. Muffoletto inquired about NCS students' reactions to state assessments, noting that recent media coverage has reported students from other districts had expressed stress and frustration due to the complexity of the new state assessments. Ms. Novak reported that no parents called, but that the length of the ELA Test caused anxiety for the students, and some students were visibly upset. Kindergarten Graduation is 6/13 at 10:30 AM at the school and 6<sup>th</sup> grade graduation is 6/14 at 10:00 AM at the Conference and Event Center on Old Falls Street in Niagara Falls. All trustees are invited. Student led conferences are on 6/6 and 6/7 for Kindergarten thru 6<sup>th</sup> grade.

A link will be set up for parents in the conference room to give feedback on the student led conference process. Ms. Novak thanked Mrs. Kirshy for organizing the picture of the 6<sup>th</sup> graders in the gym forming 2013. A copy was distributed to all trustees.

Community Liaison: Megan Corsaro

Mrs. Corsaro talked about Family Fun Night. She thanked everyone who helped make it a success. The turnout was unbelievable. Over 150 people signed in and 130 cotton candies were handed out before 6:00 PM. The FSA sold out of 3 sheet pizzas. There was a basketball tournament, security, and the Sheriffs. Dept. checked for the proper installation of car seats. Thoughts about combining this event next year with a workshop for parents were expressed. Another discussion about having FSA committees formed in August, and planning for functions earlier took place. Mr. Muffoletto thanked Mrs. Corsaro for her efforts.

Finance Committee: Ricky Scott

Mr. Scott reported that the finance committee met this week. He stated that in the financial packets, take note of Budget V.S. Actual. At next month's meeting, adjustments will be made to finalize the budget.

Also Mr. Scott talked about making health insurance available to retirees. They would stay on our plan, but make monthly payments to us. The motion was made to amend the Blue /cross and Blue Shield contract to allow retirees to continue on NCS health insurance plan, but make their own premium payments, subject to contract addendum approval by Jonathan Schechter. by Mr. Phillips second by Mrs. Scheeler; the motion passed with all in favor and 3abstentions, Mrs. Hill, Mrs. Camacho, and Pastor Hague.

Governance Committee: James Phillips

Mr. Phillips gave the introduction of the nominees for the trustee positions .A. DiMaggio, Lynn Kirshy, and Olga Camacho each talked about their commitment to the school, and our renewal. Nominations for at large positions do not close until the vote.

The Covenants were passed out and signed by the trustees. June governance meeting is 6/6/13. The evaluations for the Community Liaison, Business manager, and trustees were passed out. They need to be turned in by 6/3/13 so they can be given back to the Mr. Norton, and Mrs. Corsaro before 6/19/13.

The Board Participation is: 5/15 Academic Committee Meeting- 3 trustees

Family Fun Night- 4 trustees

Governance Committee Meeting- 3 trustees

Finance Committee Meeting- 2

Pastor Hague gave a tour to a Toronto School Superintendent, and a lawyer.

Mr. Muffoletto requested that in the future the Administrative staff be notified, well in advance by trustees.

Academic Committee: Mary Scheeler

The Committee met with Mrs. Novak and Mrs. Keicher on 5/16/13. The Terra Nova results were discussed. Mrs. Scheeler gave praise to the Administrative team for implementing a data analysis process with each teacher. .Dr. Bowen was meeting with the team after the board meeting. Mr. Schechter suggested that the Academic Committee give a statement at each meeting concerning

student improvement. Also informal meetings with the board and parents should take place before the State visits.

Ms. Novak read the May Students in the Design Principle Spotlight: Micah Williams, Ayden Davis, Paychense McQueen, Steven Knighton, Unique Streeter, Shyann Koziel, Nathaniel Morris, Andrew Kirk, Danelys Dilone, Ashley Bossinger, Malachi Coates, Jessy Lane, Genesis Smith, Justice Lane, and for Music; Amaya Elder, Gym; Crystiani Davis, Art; Wes-Shyah Thompson.

Mrs. Kern read the Board Resolution below:

## **RESOLUTION BOARD OF EDUCATION NIAGARA CHARTER SCHOOL**

**May 21, 2013**

In accordance with the requirements of section 1604(39), 1709(39), 1804(9), 1950(4)(II), 2503(18), 2554(25), or 2854(3)(a-2) of the Education Law and NYS Education Department OSPRA rules and regulations, Niagara Charter School approves an emergency conditional appointment of the following employees for a period not to exceed of 20 days. This appointment is conditioned upon receipt of affidavit and statement indicating whether he or she has a pending criminal charge or a criminal conviction in any jurisdiction.

Rosie Spagnuolo- Per Diem Substitute

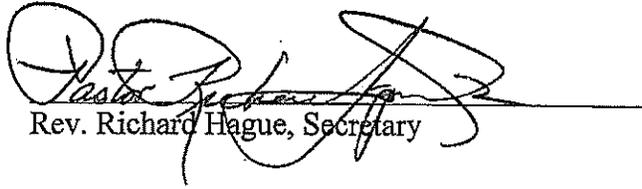
Mr. Phillips made the motion to approve the conditional appointments; second by Mr. Scott; the motion passed with all in favor and no abstentions.

At 9:10 the motion to go into executive motion was made by Pastor Hague; second by Mr. Phillips. The motion passed with all in favor and no abstentions.

At 10:01 the motion was made by Mr. Scott to come out of executive session; second by Mr. Phillips. The motion passed with all in favor and no abstentions.

At 10:05 the motion was made to adjourn by Mr. Scott; second by Mrs. Camacho. The motion passed with all in favor and no abstentions.

Duly Submitted:



Rev. Richard Hague, Secretary

Niagara Charter

Revised 7/16/13

Minutes of Board of Trustees Meeting

June 11, 2013 8:00 A.M.

Niagara Charter School, 2077 Lockport Rd., Niagara Falls, N.Y. 14304

*Trustees in Attendance:* Olga Camacho; Janet Hill; James Muffoletto; Ricky Scott; James Phillips; Mary Scheeler, Pastor Richard Hague, Dominic DeBose.

*Trustees Excused:* Leticia Hahn; William Bradbury. *Absent:* Lakea Strong

*Staff in Attendance:* Darci Novak, CAO; Jill Keicher, AAO; Dawn Kern, Acting Secretary; Megan Corsaro, Community Liaison; Greg Norton, Business Manager.

*Others in Attendance:* Jonathan Schechter, Esq., Dr. Bowen; Shirley Peterson

*Teachers in attendance:* L. Kirshy; C. Keetch; A. DiMaggio; J. Stevener; E. Reynolds.

The meeting was called to order at 8:14 A.M. by Jim Muffoletto, with a quorum of 8 members present.

Public Notice was confirmed.

The agenda with corrections was approved on a motion by Mr. Phillips; second by Mrs. Scheeler; the motion passed with all in favor and no abstentions.

The amended minutes of the 5/21/13 meeting were approved on a motion by Mr. Scott, second by Pastor Hague; the motion passed with all in favor and no abstentions.

CAO General Update: Darci Novak

Four staff members attended "The Leader in Me" symposium held in May. "The Leader in Me" is a transformational school-wide leadership model — based on The 7 Habits of Highly Effective People®. It enables every child to develop their full potential — academic, character, and interpersonal — and helps them gain the skills and self-confidence to succeed as leaders in the 21st century. This is the leadership model we are looking to implement school-wide starting in the 2013-2014 school year.

In regards to State assessments, on June 3<sup>rd</sup> the written Science test was administered and on June 4<sup>th</sup> the ELA Field Test was administered to 4<sup>th</sup> grade.

We are finishing up our Race to the Top professional development days. On June 4<sup>th</sup> the Social Studies BOCES representative was here working with grades 6, 5, 4 and K. On June 5<sup>th</sup> the Science BOCES representative was here working with grades K, 4, and 6; and on June 11<sup>th</sup> the Math BOCES representative is here working with all grades during their common planning time.

June 6<sup>th</sup> was a half day of school and June 7<sup>th</sup> was a Superintendent's Day for Student Led conferences. We had an excellent percentage of participation with approximately 80% of the parents coming to the school.

Reminder that June 13<sup>th</sup> is the Kindergarten graduation and June 14<sup>th</sup> is 6<sup>th</sup> grade graduation.

Community Liaison: Megan Corsaro

**Student Led Conference Parent surveys-** 58 surveys were completed which represents approximately 165 students (1 survey per family). The survey data has not been analyzed yet, but most responses were very positive.

**FSA meeting 6/10/13-** The National Center for Missing and Exploited Children came and prepared digital ID's for the children. There were 15 children that received ID's done. There were also volunteer sign-up sheets for the parents for events like the Million Father March, the Stop Bullying Walk, and the Family Night. We had several parents sign up for events planned for next year.

**School DVD-** The school DVD that is used for recruitment purposes is going to be updated/redone. They will begin filming at the 6<sup>th</sup> grade graduation.

**Waitlist-** The waitlist continues to grow and now has 81 students between Kindergarten and 6<sup>th</sup> grade on it.

**Backpack program (Food Bank of WNY)-** Satisfaction surveys were handed out to parents, students and staff members. 100% of the student surveys were returned and all of their feedback was positive. NCS was asked to be in the program again for the 2013-2014 school year

Finance Committee: Ricky Scott

Mr. Scott reported that the finance committee met this week. He stated that there have been savings in some categories. Next year's budget has some projected savings on utilities and insurance. The motion was made to accept the final budget by Mr. Phillips; second Mr. Scott; The motion passed with all in favor and no abstentions.

The 2013-2014 draft budget was discussed. A decrease in administration salaries was noted, Mr. Scott pointed out that the decrease was due to Mr. Norton going to an hourly rate with no employee benefits. Also performance bonuses are not in the budget, but can be added at the end of the year, depending on renewal. The motion was made by Mr. Scott to adopt the 2013-2014 budget; second by Mr. DeBose; the motion passed with 2 abstentions. (Mrs. Hill and Mrs. Camacho).

Academic Committee: Mary Scheeler

The academic committee met after the May board meeting, to discuss Ms. Novak's evaluation with Dr. Bowen. Dr. Bowen will review Ms. Novak's evaluation with the board at today's meeting.

Governance Committee: James Phillips

Mr. Phillips went over the nominees for the trustee's slate. Mrs. Peterson, nominee for one of the parent trustee seats, introduced herself and gave a brief statement.

Ms. Novak read the June Students in the Design Principle Spotlight: Andre Williams, Iliana Rodriquez, Ashley Tavares, Trinity Skye, Deavon Brown, Kameron Herbert, Brooke Davis, Elan Reyes, Larry Toni, Myasia Vega, Lisa Ann Sneed, Andrew D'Arcangelo, Katelin Nagelhout, Jacquilynn Phillips, Kanarah Jenkins, Jacob Newman, Alexis Houseman, Amy Welch, Zion Davis, and Arianna Agurs-Rios.

At 8:46 Mr. Scott made the motion to go into executive session; second by Mr. Phillips; the motion passed with all in favor and no abstentions.

At 9:50 the motion was made by Mr. Scott to end the executive session; second by Mr. Phillips; The motion passed with all in favor and no abstentions.

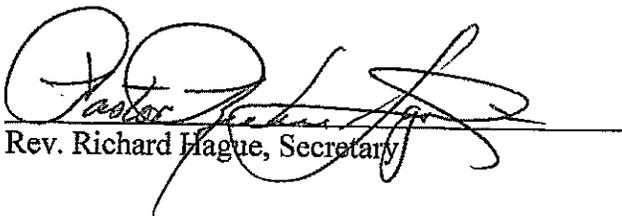
Mrs. Scheeler made the motion to accept Ms. Novak's evaluation; second by Mr. Phillips with all in favor and no abstentions.

The motion was made by Mrs. Scheeler; second by Mrs. Camacho to retain Dr. Bowen to continue mentoring, and evaluation of CAO, and also include assistance with Charter renewal matters. The motion passed with all in favor and no abstentions.

Mr. Phillips made the motion to accept the CFO and Community Liaison's evaluations and present them; second by Mrs. Camacho; with all in favor and no abstentions.

At 10:00 the motion was made to adjourn by Mr. Scott; second by Mrs. Scheeler; the motion passed with all in favor and no abstentions.

Duly Submitted:

  
Rev. Richard Hague, Secretary

Niagara Charter  
Minutes of Board of Trustees Meeting  
June 11, 2013 10:05 A.M.  
Annual Meeting  
Niagara Charter School, 2077 Lockport Rd., Niagara Falls, N.Y. 14304

Revised 7/16/13

*Trustees in Attendance:* Olga Camacho; Janet Hill; James Muffoletto; Ricky Scott; James Phillips; Mary Scheeler, Pastor Richard Hague, Dominic DeBose.

*Trustees Excused:* Leticia Hahn; William Bradbury. *Absent:* Lakea Strong

*Staff in Attendance:* Darci Novak, CAO; Jill Keicher, AAO; Dawn Kern, Acting Secretary; Megan Corsaro, Community Liaison; Greg Norton, Business Manager.

*Others in Attendance:* Jonathan Schechter, Esq., Dr. Bowen; Shirley Peterson

*Teachers in attendance:* L. Kirshy; C. Keetch; A. DiMaggio; J. Stevener; E. Reynolds.

The meeting was called to order at 10:05 A.M. by Jim Muffoletto, with a quorum of 8 members present.

Public Notice was confirmed.

The agenda with corrections was approved on a motion by Mr. Scott; second by Mrs. Scheeler; the motion passed with all in favor and no abstentions.

The motion was made to also have officer elections at the annual meeting by Mrs. Scheeler; second by Mr. Phillips; with all in favor and no abstentions.

#### CAO General Update: Darci Novak

This has been an eventful year for NCS. We have had many events worthy of celebration and others deserving of reflection and plans for growth and advancement. One of the biggest events being the State visit in October; leading to a one year renewal term. Administration and our staff have stayed extremely optimistic. We took the feedback from the SED report and made the necessary corrections and improvements to our school and program. Curriculum decisions were made to implement State approved curriculum within the EL model. A new system of benchmark assessments were implemented this year using the assessment consortium bank and Terra Nova. Professional development around areas in need of improvement were a focus, such as Total Participation Techniques to increase student engagement, formative assessment (assessment for learning), and implementing the CCLS with fidelity.

Governance Committee: Mr. Phillips

Mr. Phillips went over the open trustee positions for 2013-2014. There are 2 at large positions open. Mr. Scott nominated Mr. Muffoletto and Mrs. Hill for the such openings. The faculty nominees are: Mrs. Camacho, Ms. DiMaggio, and Mrs. Kirshy. The 2 parent nominees are: Mrs. Peterson and Mrs. Strong.

The motion was made to have a voice vote for the 2 at large nominees by Mrs. Scheeler; second by Mr. Scott; with all in favor and no abstentions. The voice vote was held and both nominees were elected.

The motion was made to have a voice vote for the 2 parent trustee nominees by Mr. Phillips second by Mr. Scott; with all in favor and no abstentions. The voice vote was held and both nominees were elected. Ballots were passed out by Pastor Hague for the teacher trustee positions. Mrs. Camacho and Ms. DiMaggio were elected.

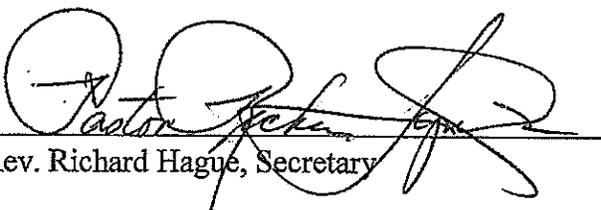
A motion was duly made and seconded, and approved that any new candidates to the Board of Trustees are subject to approval by the State Education Department and upon such approval such new members shall be members of the Board of Trustees with all rights associated the same.

All officers are retaining their positions, except for the Vice President position. Mr. Muffoletto nominated Mr. Phillips, and Pastor Hague nominated Mrs. Hill. Ballots were passed out and Mrs. Hill was elected to the vice president position.

The motion was made to table the Committee Chair appointments, and calendar for the next school year by Mr. Phillips; second by Mr. Scott; with all in favor and no abstentions.

At 10:30, Pastor Hague made the motion to adjourn; second by Mr. Scott with all in favor and no abstentions.

Duly Submitted:

  
Rev. Richard Hague, Secretary

As part of the school's design, Niagara Charter School has a position for community liaison. A majority of the community liaison's work revolves around advertisement and the recruitment of students to attend NCS. The community liaison attempted various recruitment efforts throughout the 2012-2013 school year.

Flyers were distributed across Niagara County. The majority of the advertisements were directed towards families living within the inner city of Niagara Falls, and all advertisements welcome families with Students With Disabilities and English Language Learners. The following is a list of places these flyers could be found: Boys and Girls Club, Family and Children's Service, the Niagara Falls Housing Authority, Doris Jones Resource Center, Doris Jones Universal Pre-K, Children of Niagara Childcare, Small World Too (daycare), LaSalle Early Childhood Center, the Community Center in Packard Court and the Trott Access Center.

The Trott Access Center houses a variety of programs and services that are utilized by the targeted population. Some of these programs and services include Early Intervention, the Niagara Hearing Clinic, the Department of Labor, the Department of Motor Vehicles, Social Services, and the Employment and Training Office.

For the convenience of families with Internet access, a hyperlink was added to the NCS website which allows applications to be completed and submitted online. This proved to be helpful for low-income families that may not have access to a printer or a vehicle to come to the school and submit the application in person.

Niagara Charter School was present at each of the Niagara County Head Start Open Houses (both Niagara Falls and Lockport) on November 12, 2012. Head Start is a Federal preschool program for low-income families. Niagara County Head Start distributed Niagara Charter School flyers to every student in their Lockport and Niagara Falls locations. Niagara

Charter School flyers were put up in the parent rooms at all locations and the Parent/Community Involvement Workers were given applications. There are approximately 140 children in the Lockport Head Start Program and 170 students in the Niagara Falls Head Start Program. Niagara Charter School presented at the Niagara Falls Head Start in February of 2013 and at the Lockport location in March of 2013.

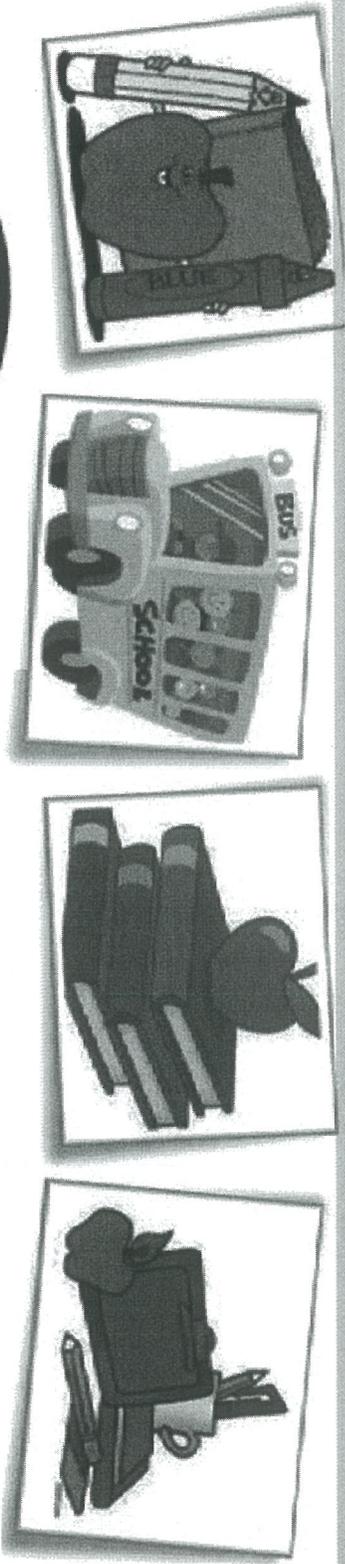
Niagara Charter School has an informational video that is used during recruitment presentations. The video showcases parents and students, provides an explanation of Expeditionary Learning and examples of school activities (ex. Community Circle, fieldwork, classroom learning).

In December of 2012, Niagara Charter School had an advertisement in the Western New York Family Magazine. This issue of the magazine focused on education and local schools. We also advertised in the Niagara-Wheatfield Tribune and the Lewiston-Porter Sentinel. Both of these publications are free newspapers delivered to the homes of residents in Niagara-Wheatfield and Lewiston-Porter. The Niagara Charter School advertisement began on February 28, 2013 and continued the following four weeks. A radio commercial for Niagara Charter School ran for two weeks (March 11-March 24, 2013) on 93.7 WBLK. This is a radio station that the target population listens to most frequently. Niagara Charter School has advertised in the Niagara-Wheatfield Tribune and the Lewiston-Porter Sentinel for a second time, this will occur over a two-week period beginning July 18, 2013.

Advertising and recruitment efforts continue to be made and improved upon for the 2013-2014 school year. As of August 1, 2013, 94.5% of Niagara Charter School's student population receives Free and Reduced Lunch. 10.1% of the student population is classified as Students With Disabilities.

# Now Accepting Applications

For the 2013-2014 School Year



**NIAGARA**  
*Charter School*

**APPLY NOW!**  
**Immediate Openings**  
**for grades 3-6**

- Is a FREE, public school
  - Has an extended school day & school year
  - Afterschool Programs
  - Art, music & physical education for all students
  - Preference given to free & reduced lunch students
  - Students with disabilities & english language learners are encouraged to apply
- For more information or an application, stop by, call us or check out our website at:**

[www.niagaracharter.org](http://www.niagaracharter.org)

2077 Lockport Rd., Niagara Falls, NY • (716) 297-4520

NFP Design <nfpdesign@wnypapers.com>

Feb  
4

to me, Susan

Good afternoon,

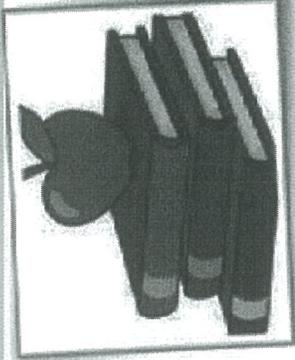
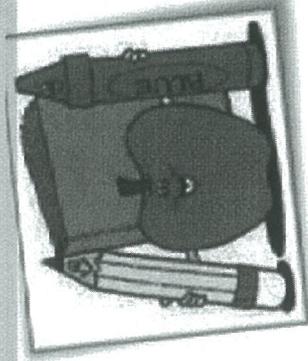
Attached is a proof for the 2 column by 4" ad for Niagara Charter School to run for four weeks in the Tribune and Sentinel, beginning in the 2/28 Tribune. Please review and confirm for publication.

Thank you,  
Dan Tiebor

--  
Niagara Frontier Publications Design  
1859 Whitehaven Road  
Grand Island, N.Y. 14072  
Phone: (716) 773-7676  
Fax: (716) 773-7190  
nfpdesign@wnypapers.com

# Now Accepting Applications

For the 2013-2014 School Year



**NIAGARA**  
*Charter School*

**DEVELOPING CHARACTER  
BY CHALLENGING  
THE MIND AND SPIRIT**

- Is a FREE, public school
- Has an extended school day & school year
- Afterschool Programs
- Art, music & physical education for all students
- Preference given to free & reduced lunch students
- Students with disabilities & english language learners are encouraged to apply

**For more information or an application, stop by, call us or check out our website at:**

[www.niagaracharter.org](http://www.niagaracharter.org)

**2077 Lockport Rd., Niagara Falls, NY • (716) 297-4520**



Touching Children  
Reaching Families

## NIAGARA COUNTY HEADSTART, INC.

### ADMINISTRATIVE OFFICES

901 24th Street  
Niagara Falls, NY 14301  
Telephone: (716) 285-8883  
FAX: (716) 285-8922

**SHAWN LICHT**  
Executive Director  
**ROBERT DiFRANCESCO**  
Board Chairman

### CENTER TELEPHONES

Lockport	433-1055
Newfane	778-5802
Niagara Falls:	
DiFrancesco Center	285-1974
Donovan Center	285-8117
North Tonawanda	693-7660

January 9, 2013

Mrs. Megan Corsaro  
Parent and Community Liaison Worker  
Niagara Charter School  
2077 Lockport Road  
Niagara Falls, New York 14304

Dear Mrs. Corsaro:

This letter is to confirm your Niagara Charter School presentation at the Donovan Center's Head Start Parent Committee meeting, February 26, 2013 at 9:30 a.m. We are located at 1631 Main Street, Niagara Falls, New York.

The DiFrancesco Head Start Center's presentation is scheduled February 27, 2013 at 9:30 a.m. Their location is 901-24<sup>th</sup> Street, Niagara Falls, New York.

Thank you.

Sincerely,

Dana Shank  
Parent/Community Involvement Worker

DS/jc  
1-9-13  
Ym114  
C



Touching Children  
Reaching Families

# NIAGARA COUNTY HEADSTART, INC.

## ADMINISTRATIVE OFFICES

901 24th Street  
Niagara Falls, NY 14301  
Telephone: (716) 285-8883  
FAX: (716) 285-8922

## SHAWN LICHT

Executive Director

## ROBERT DiFRANCESCO

Board Chairman

## CENTER TELEPHONES

Lockport	433-1055
Newfane	778-5802
Niagara Falls:	
DiFrancesco Center	285-1974
Donovan Center	285-8117
North Tonawanda	693-7660

You are invited to the **Open House** that **Niagara County Headstart, Inc.** is holding on **Wednesday, November 14, 2012**, at our five centers.

All centers are open for your visit from 8:30 a.m. to 2:00 p.m.  
The hours to see children in action are from 8:30 a.m. to 1:30 p.m.

The Head Start Centers are located at:

ROBERT M. DiFRANCESCO  
EARLY CHILDHOOD &  
HEADSTART CENTER  
901 - 24<sup>th</sup> Street  
Niagara Falls, New York 14301

*Dana - Parent & Community Involvement Worker*  
*Shenk*

GERALDINE A. DONOVAN  
EARLY CHILDHOOD &  
HEADSTART CENTER  
1631 Main Street  
Niagara Falls, New York 14305

LOCKPORT CENTER  
DeWitt Clinton Elementary School  
85 North Adam Street  
Lockport, New York 14094

NEWFANE CENTER  
Newfane Early Childhood Center  
6048 Godfrey Road  
Burt, New York 14028

NORTH TONAWANDA CENTER  
Grant Elementary School  
35 Grant Street  
North Tonawanda, New York 14120

Hope To See You There!!!

Niagara County Headstart Staff

 PD:pd  
11/1/12

order at a restaurant," suggests educational psychologist Kim Har, Ph.D., early education director at the school admissions consultancy Aristotle Circle. "Speaking directly to the server and paying for purchases in a store are opportunities to interact with adults besides parents." When you speak with your child, be a good role model. Make eye contact, listen, and take turns.

**Math and Science:** Reciting the numbers from one to ten is only the beginning of pre-kindergarten prep. "Ask your child to count out five bananas or to get six cans of soup at the store," says Hendry. Count the number of people in line ahead of you. Point out price stickers and ask, "Do you see a number that starts with 5?" to help your child learn to identify written numerals. At home, let your child sort items by color, shape, or size. Use words like more/less, bigger/smaller, and light/heavy to describe objects. Science is based on measurement and comparisons.

**Small Motor Skills:** "There's a big wave of children who can't manipulate a pencil or cut with scissors entering kindergarten these days," says Zachary. Playing with small toys, such as LEGOS, beads and play dough improves strength and coordination. Give your child a small pair of tongs to pick up cotton balls or pasta noodles, says Zachary. Tongs require the

*continued on page 46*

## - PRE-SCHOOL TECH SPECS -

Technology can aid pre-school preparation, if it uses age-appropriate content and instruments. Tools that are too difficult may result in frustration. Those that are too easy will be boring. "You want software that has a developmental progression, so it's focused on what your child needs to learn next," says Dave Hendry, curriculum coordinator for **ABCmouse.com**, a comprehensive online curriculum for 3, 4, and 5-year olds. New knowledge makes the most sense when it's built on a foundation provided by previous learning.

When you're shopping for educational technology, "Look for tools that allow your child to interactively control learning at their own pace," says Hendry. "If the pace is too fast, kids don't have the opportunity to make the connections learning requires." Four-year-olds are not just short 8-year-olds. They need different support for learning. Young kids may choose to repeat a lesson several times before moving on to the next level.

Of course, even the best educational technology shouldn't take the place of reading books, playing with peers, and making mud pies. Early childhood experts recommend tech sessions of only 30-60 minutes for preschoolers.

 2077 Lockport Road  
Niagara Falls, NY 14304  
(716) 297-4520  
[www.niagaracharter.org](http://www.niagaracharter.org)

### *Developing Character by Challenging the Mind and Spirit!*

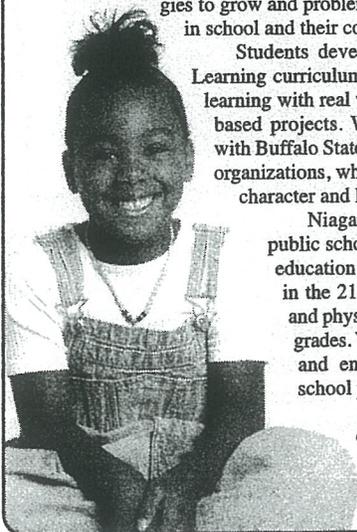
#### **Now Accepting Applications**

Students at Niagara Charter School, which serves grades K-6, enjoy a unique educational experience. They learn the skills and strategies to grow and problem solve. They learn to succeed in school and their community.

Students develop within the Expeditionary Learning curriculum where we connect classroom learning with real world activities in community-based projects. We have a unique partnership with Buffalo State College and other community organizations, which helps our students develop character and leadership skills.

Niagara Charter is a family friendly public school providing students with the education and skills they need to succeed in the 21st century. We offer art, music and physical education to students in all grades. We also offer daily remediation and enrichment activities and after school programs.

All of this happens in a safe, caring, family environment, with regular input and involvement from parents.



 100  
The Park School  
years  
1912 - 2012

## The Secret's Out!



WNY's only co-educational pre-k to 12th grade school with challenging academics on a 34 acre campus with a pond, marsh, and learning gardens.

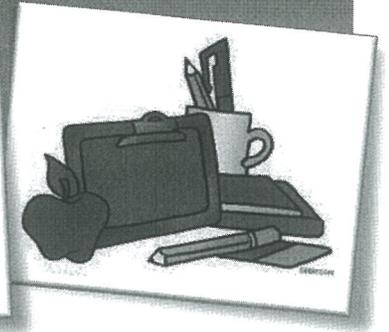
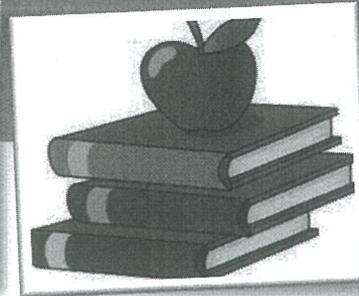
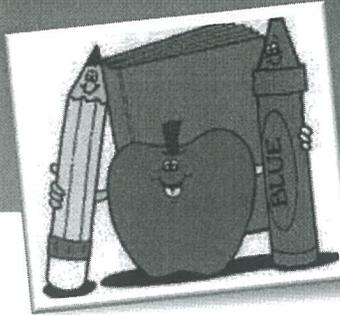
## OPEN HOUSE

Sunday, January 13, 2013 • 1pm - 3pm

4625 Harlem Road, Snyder, NY 14226  
[theparkschool.org](http://theparkschool.org) • 716.839.1242  
Tuition assistance available.

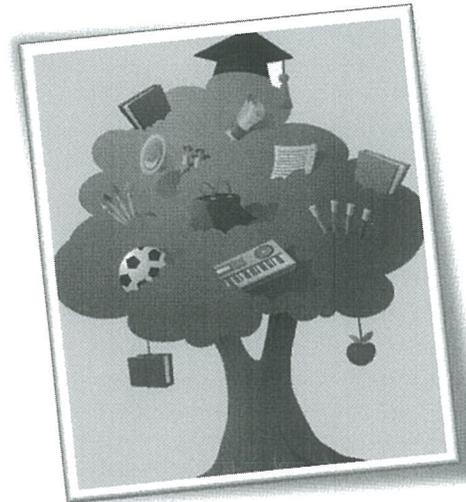
# Now Accepting Applications

For the 2012-2013 School Year



  
**NIAGARA**  
*Charter School*

- Is a FREE, public school
- Has an extended school day and school year
- Afterschool Programs
- Art, music, and physical education for all students
- Preference given to free and reduced lunch students
- Students with disabilities and English language learners are encouraged to apply.



We have a commitment to community and to growing academically and socially through Expeditionary Learning

For more information or an application, stop by, call us, or check our Website at: [www.niagaracharter.org](http://www.niagaracharter.org) (You can now apply online!)

Niagara Charter School  
2077 Lockport Rd.  
Niagara Falls, NY 14304  
(716) 297-4520



## DEVELOPING CHARACTER BY CHALLENGING THE MIND AND SPIRIT

- ◆ Expeditionary Learning School
  - ◆ Extended school day and school year
  - ◆ School dress code and code of conduct
- ◆ Emphasis on character development, leadership, and self-management skills
- ◆ Connect classroom learning with real world activities, fieldwork and community projects
  - ◆ Daily remedial and enrichment time

---

Niagara Charter School  
(716) 297-4520  
[www.niagaracharter.org](http://www.niagaracharter.org)

## Ad Proof from Niagara Frontier Publications

Inbox x



**NFP Design**

Jul 16 (3 days ago)

to me, Susan

Megan,

Attached is the 2x4 proof to start July18 in the Tribune. Please review and confirm for publication.

Thank you,

Wendy

--

Niagara Frontier Publications Design

1859 Whitehaven Road

Grand Island, N.Y. 14072

Phone: (716) 773-7676

Fax: (716) 773-7190

[nfpdesign@wnypapers.com](mailto:nfpdesign@wnypapers.com)

Newspaper Deadlines

- Grand Island PennySaver – 5pm Thursday
- Niagara-Wheatfield Tribune – 5pm Monday
- Island Dispatch – 5pm Tuesday
- Lewiston-Porter Sentinel – 5pm Wednesday

\*Regarding your ad\* instructions have been followed as closely as possible. This is NOT an opportunity to redesign your ad. Confirmation Required (by email, fax or phone call). If confirmation is not received by deadline this ad proof will be assumed to be correct.

 **NiagaraCharter\_2x4\_2-16-13wj.pdf**

111K [View](#) [Download](#)



**Susan Falter**

Jul 16 (3 days ago)

to NFP, me

This is for the Tribune and Sentinel for two weeks.....buy a week get one FREE.

Thx!

Susie

# Success with EXPEDITIONARY LEARNING



Students at Niagara Charter School enjoy an education where they learn the skills and strategies to grow and problem solve, lead and succeed in the school and their community. Your child will develop within an Expeditionary Learning Curriculum, an extended school day and year, and unique partnerships including Buffalo State College, Earth Spirit, D.A.R.E., and the Rotary Club of Niagara Falls. You'll see your child develop character and leadership skills along the way, and succeed in a learning tradition that is committed to building character while exposing children to the world.

## EXPEDITIONARY LEARNING

What does it mean to your child's education? It means a commitment to community while growing academically and being challenged physically to develop a well-rounded active person. At Niagara Charter School, children are encouraged to present their ideas for projects that enrich our community while connecting what they learn in the classroom to real-life experiences. EL has a rich tradition in core values and design principles that place an emphasis on community for the entire school, from each classroom to the faculty this is truly a community of learners.



## SEE SUCCESSFUL STUDENTS CLOSE UP AT NIAGARA CHARTER SCHOOL

Niagara Charter School is a family-friendly public school that provides its students with the education and skills needed to succeed in the 21st century. Our state-of-the-art facilities and highly-trained, professional staff help your child excel both academically and socially.

We invite you and your child to visit our school and see, first-hand, what a dynamic and exciting educational environment awaits you both. For more information or for an application, call 716-297-4520, or visit our website at [www.niagaracharter.org](http://www.niagaracharter.org).

## EXPEDITIONS

From snowshoeing around the school grounds to Strong National Museum of Play in Rochester, Niagara Charter School students see the world firsthand. A large component of the school's curriculum allows our students to experience the world. The following is a list of just some of the places our students have gone:

- Niagara Power Project
- Sailing
- Buffalo Museum of Science
- Albright-Knox Art Gallery
- Camping
- Strong National Museum of Play
- Niagara County Historical Society History Center
- Rochester Museum & Science Center
- Chestnut Ridge Park
- Maple Syrup Harvesting
- Old Fort Niagara
- Niagara Falls Air Reserve Station
- Tiff Nature Preserve
- Snow Park Niagara



## THE RIGHT ENVIRONMENT BREEDS SUCCESS

From our full purpose gymnasium to our multimedia classrooms to our expansive greenspace, Niagara Charter School offers opportunities for growth and exploration for your child. Our location and grounds allow our students to experience nature firsthand through pond study, hands-on horticulture, and close proximity to local resources.

## SUCCESSFUL RESULTS AT ALL LEVELS, K-6

We are one of the top charter schools in Western New York.\* We achieved this success by enhancing our students understanding of classroom material with multiple opportunities for community-based work and field trips to augment classroom instruction. In addition, our students enjoy art, music and physical education instruction at all grades. Our curriculum starts with New York State Learning Standards, but we go beyond that with extra attention for each student. Niagara Charter School offers daily remedial and enrichment time, along with after school clubs and programs.



\* Based on aggregate ELA & Math scores for 2008-2009 school year.

# WE GIVE OUR STUDENTS THE TOOLS THEY NEED TO SUCCEED.

## WE PROVIDE EVERY CHILD WITH A WORLD-CLASS EDUCATION

- Expeditionary Learning School
- Extended school day and school year
- 12:1 Instructional staff to student ratio
- After school programs
- Certified teachers
- Daily remedial and enrichment time
- Art, music and physical education to students in all grades
- Connect classroom learning with real world activities, fieldwork and community projects
- Emphasis on character development, leadership, and self-management skills
- A school dress code and code of conduct
- Full-time school counselor and nurse

For more information or if you'd like an application, please call 716-297-4520

[www.niagaracharter.org](http://www.niagaracharter.org)



## HELP YOUR CHILD SUCCEED.

For more information or if you'd like an application, please call 716-297-4520

[www.niagaracharter.org](http://www.niagaracharter.org)



# DEVELOPING CHARACTER BY CHALLENGING THE MIND AND SPIRIT.



# Required Form: Appendix E - Disclosure of Financial Interest Form

Created Saturday, July 20, 2013

<http://fluidsurveys.com/surveys/vickie-smith/appendix-e-disclosure-of-financial-interest-form/4385cba7b6d4df46e6dd7d0e56>

## Page 1

Please open the link to this form using **Google Chrome** as your browser. Doing so will allow you to input your signature on page 2 of the form. Thank you.

1. Trustee Name:

Janet V Hill

2. Charter School Name:

Niagara Charter School

3. Charter Authorizer:

Board of Regents

4. \*Your Home Address:

Variable	Response
4. *Your Home Address:   Street Address	[REDACTED]
4. *Your Home Address:   City/State	[REDACTED]
4. *Your Home Address:   Zip	[REDACTED]

5. \*Your Business Address

Variable	Response
5. *Your Business Address   Street Address	[REDACTED]
5. *Your Business Address   City/State	[REDACTED]
5. *Your Business Address   Zip	[REDACTED]

6. \*Daytime Phone Number:

[REDACTED]

7. \*E-mail Address:

8. Select all positions you held on Board:

(check all that apply)

- Other, please specify...: teacher representative

9. Are you a trustee and also an employee of the school?

Yes

9a. If YES, please provide a description of the position you hold and your responsibilities, your salary and your start date in the next

Variable	Response
[TEMP.0] 9a. If YES, please provide a description of the position you hold and your responsibilities, your salary and your start date in the next   Position Held	classroom teacher
[TEMP.1] 9a. If YES, please provide a description of the position you hold and your responsibilities, your salary and your start date in the next   Responsibilities	instruct sixth grade students in all academic areas
[TEMP.2] 9a. If YES, please provide a description of the position you hold and your responsibilities, your salary and your start date in the next   Salary	\$84,000
[TEMP.3] 9a. If YES, please provide a description of the position you hold and your responsibilities, your salary and your start date in the next   Start Date	07/06

10. Are you a trustee and an employee or agent of the management company or institutional partner of the charter school?

No

Page 2

13. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

14. Are you a member, director, officer or employee of an organization formally partnered with school that is doing business with the charter school and in which such entity, during your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest or relationship?

No

Signature of Trustee

Janet R Hill

# Required Form: Appendix E - Disclosure of Financial Interest Form

Created Monday, July 22, 2013

<http://fluidsurveys.com/surveys/vickie-smith/appendix-e-disclosure-of-financial-interest-form/2d120c6498acbc8afc8c951dec2>

## Page 1

Please open the link to this form using **Google Chrome** as your browser. Doing so will allow you to input your signature on page 2 of the form. Thank you.

1. Trustee Name:

James C. Muffoletto, CPA

2. Charter School Name:

Niagara Charter School

3. Charter Authorizer:

Board of Regents

4. \*Your Home Address:

Variable	Response
4. *Your Home Address:   Street Address	[REDACTED]
4. *Your Home Address:   City/State	[REDACTED]
4. *Your Home Address:   Zip	[REDACTED]

5. \*Your Business Address

Variable	Response
5. *Your Business Address   Street Address	[REDACTED]
5. *Your Business Address   City/State	[REDACTED]
5. *Your Business Address   Zip	[REDACTED]

6. \*Daytime Phone Number:

[REDACTED]

7. \*E-mail Address:

8. Select all positions you held on Board:

(check all that apply)

---

• Chair/President

---

• Treasurer

9. Are you a trustee and also an employee of the school?

No

10. Are you a trustee and an employee or agent of the management company or institutional partner of the charter school?

No

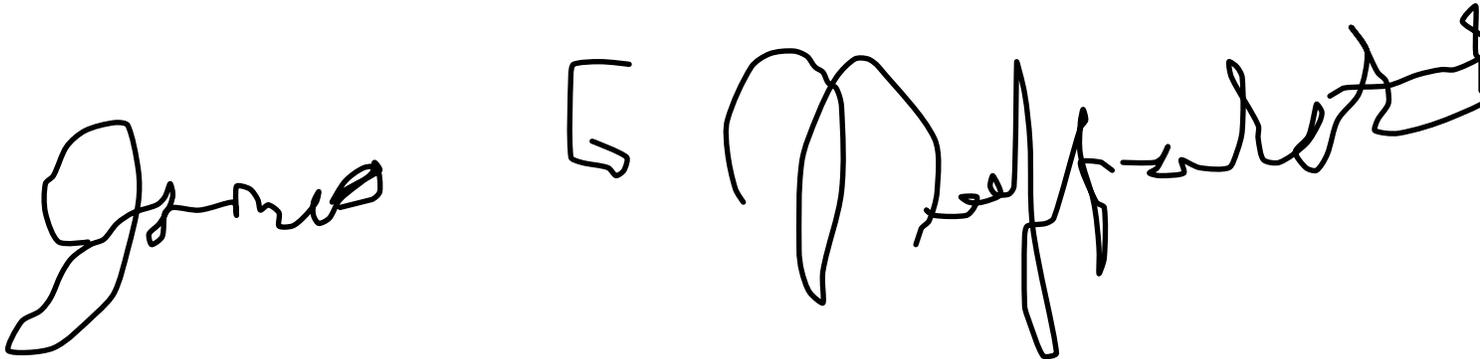
13. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

14. Are you a member, director, officer or employee of an organization formally partnered with school that is doing business with the charter school and in which such entity, during your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest or relationship?

No

Signature of Trustee

The image shows two handwritten signatures in black ink. The signature on the left is written in a cursive style and appears to be 'James'. The signature on the right is also in cursive and appears to be 'M. J. ...'. There is a small square mark between the two signatures.

# Required Form: Appendix E - Disclosure of Financial Interest Form

Created Monday, July 22, 2013

<http://fluidsurveys.com/surveys/vickie-smith/appendix-e-disclosure-of-financial-interest-form/8643ca218d21d0e79dcd59301e>

## Page 1

Please open the link to this form using **Google Chrome** as your browser. Doing so will allow you to input your signature on page 2 of the form. Thank you.

1. Trustee Name:

Mary J Scheeler

2. Charter School Name:

Niagara Charter School

3. Charter Authorizer:

Board of Regents

4. \*Your Home Address:

Variable	Response
4. *Your Home Address:   Street Address	[REDACTED]
4. *Your Home Address:   City/State	[REDACTED]
4. *Your Home Address:   Zip	[REDACTED]

5. \*Your Business Address

Variable	Response
5. *Your Business Address   Street Address	[REDACTED]
5. *Your Business Address   City/State	[REDACTED]
5. *Your Business Address   Zip	[REDACTED]

6. \*Daytime Phone Number:

[REDACTED]

7. \*E-mail Address:

8. Select all positions you held on Board:

(check all that apply)

- 
- Other, please specify...: Chairman Academic Comm
- 

9. Are you a trustee and also an employee of the school?

No

10. Are you a trustee and an employee or agent of the management company or institutional partner of the charter school?

No

Page 2

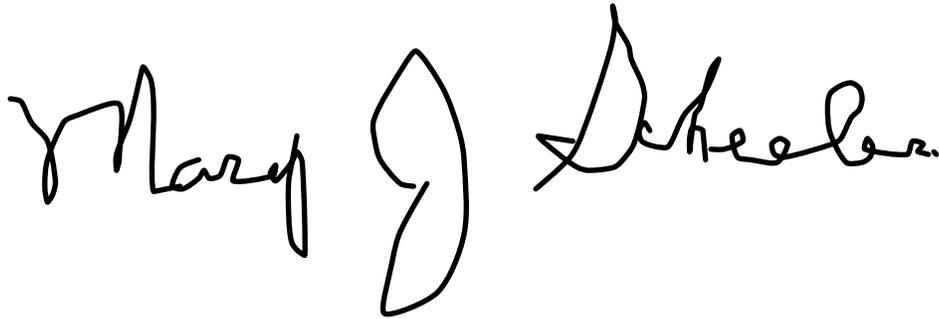
13. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

14. Are you a member, director, officer or employee of an organization formally partnered with school that is doing business with the charter school and in which such entity, during your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest or relationship?

No

Signature of Trustee

A handwritten signature in black ink that reads "Mary G. Wheeler". The signature is written in a cursive style with a large, stylized "G" and a long, sweeping underline.

# Required Form: Appendix E - Disclosure of Financial Interest Form

Created Monday, July 29, 2013

Updated Tuesday, July 30, 2013

<http://fluidsurveys.com/surveys/vickie-smith/appendix-e-disclosure-of-financial-interest-form/163587fe5d50e0986a2f5a209d>

## Page 1

Please open the link to this form using **Google Chrome** as your browser. Doing so will allow you to input your signature on page 2 of the form. Thank you.

1. Trustee Name:

Lakea Strong

2. Charter School Name:

Niagara Charter School

3. Charter Authorizer:

Board of Regents

4. \*Your Home Address:

Variable	Response
4. *Your Home Address:   Street Address	[REDACTED]
4. *Your Home Address:   City/State	[REDACTED]
4. *Your Home Address:   Zip	[REDACTED]

5. \*Your Business Address

Variable	Response
5. *Your Business Address   Street Address	[REDACTED]
5. *Your Business Address   City/State	[REDACTED]
5. *Your Business Address   Zip	[REDACTED]

6. \*Daytime Phone Number:

[REDACTED]

7. \*E-mail Address:

8. Select all positions you held on Board:

(check all that apply)

- 
- Parent Representative
- 

9. Are you a trustee and also an employee of the school?

No

10. Are you a trustee and an employee or agent of the management company or institutional partner of the charter school?

No

Page 2

13. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

14. Are you a member, director, officer or employee of an organization formally partnered with school that is doing business with the charter school and in which such entity, during your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest or relationship?

No

Signature of Trustee

# Required Form: Appendix E - Disclosure of Financial Interest Form

Created Tuesday, July 30, 2013

<http://fluidsurveys.com/surveys/vickie-smith/appendix-e-disclosure-of-financial-interest-form/2946b847851ae98c06ec26474d>

## Page 1

Please open the link to this form using **Google Chrome** as your browser. Doing so will allow you to input your signature on page 2 of the form. Thank you.

1. Trustee Name:

Ricky Scott

2. Charter School Name:

Niagara Charter School

3. Charter Authorizer:

Board of Regents

4. \*Your Home Address:

Variable	Response
4. *Your Home Address:   Street Address	[REDACTED]
4. *Your Home Address:   City/State	[REDACTED]
4. *Your Home Address:   Zip	[REDACTED]

5. \*Your Business Address

Variable	Response
5. *Your Business Address   Street Address	[REDACTED]
5. *Your Business Address   City/State	[REDACTED]
5. *Your Business Address   Zip	[REDACTED]

6. \*Daytime Phone Number:

[REDACTED]

7. \*E-mail Address:

8. Select all positions you held on Board:

(check all that apply)

Treasurer

9. Are you a trustee and also an employee of the school?

10. Are you a trustee and an employee or agent of the management company or institutional partner of the charter school?

13. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

14. Are you a member, director, officer or employee of an organization formally partnered with school that is doing business with the charter school and in which such entity, during your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest or relationship?

No

Signature of Trustee

A handwritten signature in black ink, appearing to read "Rocky Scott". The signature is written in a cursive, somewhat stylized font. The first name "Rocky" is written with a large, sweeping 'R' and a long tail. The last name "Scott" is written with a large, looped 'S' and a long tail that extends to the right.

# Required Form: Appendix E - Disclosure of Financial Interest Form

Created Tuesday, July 30, 2013

<http://fluidsurveys.com/surveys/vickie-smith/appendix-e-disclosure-of-financial-interest-form/73f3667291d68f32fb79a7e655e>

## Page 1

Please open the link to this form using **Google Chrome** as your browser. Doing so will allow you to input your signature on page 2 of the form. Thank you.

1. Trustee Name:

James Phillips

2. Charter School Name:

Niagara Charter School

3. Charter Authorizer:

Board of Regents

4. \*Your Home Address:

Variable	Response
4. *Your Home Address:   Street Address	[REDACTED]
4. *Your Home Address:   City/State	[REDACTED]
4. *Your Home Address:   Zip	[REDACTED]

5. \*Your Business Address

Variable	Response
5. *Your Business Address   Street Address	[REDACTED]
5. *Your Business Address   City/State	[REDACTED]
5. *Your Business Address   Zip	[REDACTED]

6. \*Daytime Phone Number:

[REDACTED]

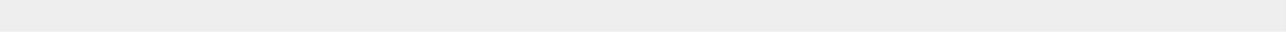
7. \*E-mail Address:

   
8. Select all positions you held on Board:

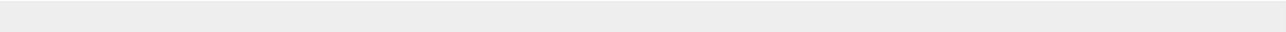
(check all that apply)

- 
- Other, please specify...: Governance Chair
- 

9. Are you a trustee and also an employee of the school?

No 

10. Are you a trustee and an employee or agent of the management company or institutional partner of the charter school?

No 

Page 2

13. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

14. Are you a member, director, officer or employee of an organization formally partnered with school that is doing business with the charter school and in which such entity, during your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest or relationship?

No

Signature of Trustee

A handwritten signature in black ink that reads "Dawn Phillips". The signature is written in a cursive style with a large initial 'D' and 'P'.

# Required Form: Appendix E - Disclosure of Financial Interest Form

Created Wednesday, July 31, 2013

<http://fluidsurveys.com/surveys/vickie-smith/appendix-e-disclosure-of-financial-interest-form/23cdef988de9ae948b77a1e5703>

## Page 1

Please open the link to this form using **Google Chrome** as your browser. Doing so will allow you to input your signature on page 2 of the form. Thank you.

1. Trustee Name:

Edna Leticia Hernandez de Hahn

2. Charter School Name:

Niagara Charter School

3. Charter Authorizer:

Board of Regents

4. \*Your Home Address:

Variable	Response
4. *Your Home Address:   Street Address	[REDACTED]
4. *Your Home Address:   City/State	[REDACTED]
4. *Your Home Address:   Zip	[REDACTED]

5. \*Your Business Address

Variable	Response
5. *Your Business Address   Street Address	[REDACTED]
5. *Your Business Address   City/State	[REDACTED]
5. *Your Business Address   Zip	[REDACTED]

6. \*Daytime Phone Number:

[REDACTED]

7. \*E-mail Address:

8. Select all positions you held on Board:

(check all that apply)

(No response)

9. Are you a trustee and also an employee of the school?

No

10. Are you a trustee and an employee or agent of the management company or institutional partner of the charter school?

No

13. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

14. Are you a member, director, officer or employee of an organization formally partnered with school that is doing business with the charter school and in which such entity, during your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest or relationship?

No

Signature of Trustee

A handwritten signature in black ink, reading "Thia Henry". The signature is written in a cursive style with a large initial 'T' and a long, sweeping tail on the 'y'.

# Required Form: Appendix E - Disclosure of Financial Interest Form

Created Thursday, August 01, 2013

Updated Tuesday, August 06, 2013

<http://fluidsurveys.com/surveys/vickie-smith/appendix-e-disclosure-of-financial-interest-form/91ffdfc59e6a663035323ac7c9b>

## Page 1

Please open the link to this form using **Google Chrome** as your browser. Doing so will allow you to input your signature on page 2 of the form. Thank you.

1. Trustee Name:

Pastor Richard D. Hague Jr.

2. Charter School Name:

Niagara Charter School

3. Charter Authorizer:

Board of Regents

4. \*Your Home Address:

Variable	Response
4. *Your Home Address:   Street Address	[REDACTED]
4. *Your Home Address:   City/State	[REDACTED]
4. *Your Home Address:   Zip	[REDACTED]

5. \*Your Business Address

Variable	Response
5. *Your Business Address   Street Address	[REDACTED]
5. *Your Business Address   City/State	[REDACTED]
5. *Your Business Address   Zip	[REDACTED]

6. \*Daytime Phone Number:

[REDACTED]

7. \*E-mail Address:

8. Select all positions you held on Board:

(check all that apply)

---

• Chair/President

---

• Secretary

9. Are you a trustee and also an employee of the school?

No

10. Are you a trustee and an employee or agent of the management company or institutional partner of the charter school?

No

Page 2

13. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

14. Are you a member, director, officer or employee of an organization formally partnered with school that is doing business with the charter school and in which such entity, during your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest or relationship?

No

Signature of Trustee

# Required Form: Appendix E - Disclosure of Financial Interest Form

Created Thursday, August 01, 2013

Updated Tuesday, August 06, 2013

<http://fluidsurveys.com/surveys/vickie-smith/appendix-e-disclosure-of-financial-interest-form/add0ff3b8e5a9da95f95b7d961b>

## Page 1

Please open the link to this form using **Google Chrome** as your browser. Doing so will allow you to input your signature on page 2 of the form. Thank you.

1. Trustee Name:

Olga Camacho

2. Charter School Name:

Niagara Charter School

3. Charter Authorizer:

Board of Regents

4. \*Your Home Address:

Variable	Response
4. *Your Home Address:   Street Address	[REDACTED]
4. *Your Home Address:   City/State	[REDACTED]
4. *Your Home Address:   Zip	[REDACTED]

5. \*Your Business Address

Variable	Response
5. *Your Business Address   Street Address	[REDACTED]
5. *Your Business Address   City/State	[REDACTED]
5. *Your Business Address   Zip	[REDACTED]

6. \*Daytime Phone Number:

[REDACTED]

7. \*E-mail Address:

8. Select all positions you held on Board:

(check all that apply)

- Other, please specify...: Teacher trustee

9. Are you a trustee and also an employee of the school?

Yes

9a. If YES, please provide a description of the position you hold and your responsibilities, your salary and your start date in the next

Variable	Response
[TEMP.0] 9a. If YES, please provide a description of the position you hold and your responsibilities, your salary and your start date in the next   Position Held	Teacher
[TEMP.1] 9a. If YES, please provide a description of the position you hold and your responsibilities, your salary and your start date in the next   Responsibilities	(No response)
[TEMP.2] 9a. If YES, please provide a description of the position you hold and your responsibilities, your salary and your start date in the next   Salary	(No response)
[TEMP.3] 9a. If YES, please provide a description of the position you hold and your responsibilities, your salary and your start date in the next   Start Date	August 2006

10. Are you a trustee and an employee or agent of the management company or institutional partner of the charter school?

No

Page 2

13. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

14. Are you a member, director, officer or employee of an organization formally partnered with school that is doing business with the charter school and in which such entity, during your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest or relationship?

No

Signature of Trustee

# Required Form: Appendix E - Disclosure of Financial Interest Form

Created Thursday, August 01, 2013

Updated Tuesday, August 06, 2013

<http://fluidsurveys.com/surveys/vickie-smith/appendix-e-disclosure-of-financial-interest-form/f9291e4ef0054b696942d8af20f>

## Page 1

Please open the link to this form using **Google Chrome** as your browser. Doing so will allow you to input your signature on page 2 of the form. Thank you.

1. Trustee Name:

Dominic DeBose

2. Charter School Name:

Niagara Charter School

3. Charter Authorizer:

Board of Regents

4. \*Your Home Address:

Variable	Response
4. *Your Home Address:   Street Address	[REDACTED]
4. *Your Home Address:   City/State	[REDACTED]
4. *Your Home Address:   Zip	[REDACTED]

5. \*Your Business Address

Variable	Response
5. *Your Business Address   Street Address	Not applicable
5. *Your Business Address   City/State	(No response)
5. *Your Business Address   Zip	(No response)

6. \*Daytime Phone Number:

[REDACTED]

7. \*E-mail Address:

8. Select all positions you held on Board:

(check all that apply)

- 
- Parent Representative
- 

9. Are you a trustee and also an employee of the school?

No

10. Are you a trustee and an employee or agent of the management company or institutional partner of the charter school?

No

Page 2

13. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

14. Are you a member, director, officer or employee of an organization formally partnered with school that is doing business with the charter school and in which such entity, during your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest or relationship?

No

Signature of Trustee