

**REGULAR MEETING AGENDA OF THE  
BOARD OF TRUSTEES  
FINN ACADEMY: AN ELMIRA CHARTER SCHOOL  
610 Lake Street Elmira, New York 14901**

**7:00 PM  
November 9, 2015**

**I. CALL TO ORDER**

The Regular Meeting of the Board of Trustees was called to order at 7:04 PM by Chair, Martina Baker.

**II. PLEDGE OF ALLEGIANCE**

**III. ROLL CALL**

	Present	Absent
Martina Baker	__x__	_____
Jill Koski	__x__	_____
Kevin Murphy	__x__	_____
Katie Stowell	__x__	_____
Renée Sutton	__x__	_____
Lynn Winner	__x__	_____
Maggie Thurber (ex-officio)	__x__	_____

**IV. WELCOME & MISSION MOMENT**

At Finn Academy - An Elmira Charter School, we will engage students deeply in the arts, music, and in daily fitness. We will emphasize the importance of college attendance. We will nurture the character traits of leadership, scholarship, reflection, kindness, perseverance, and aspiration. We will strategically partner with community resources to be a model of best practice in education and to make a measurable difference in student learning. We seek to increase the number of college and career ready students our community launches into a life and a future- by better preparing them for demands and rigor of high school.

**V. APPROVAL OF AGENDA**

**Resolution to approve/amend/add/table/delete agenda items**

**VI. HEALTH INSURANCE PRESENTATION:** Dan O'Connell, from SWAN MORSS CO presented new plans since the previous plans will no longer be available. Swan and Sons will provide employee training regarding the benefits available to them under the plans on November 23<sup>rd</sup>.

**VII. COMMITTEE REPORTS**

**A. FINANCE : Budget 2016-17; 1% cost of living increase and to implement a retirement plan for staff, discussed reserving some \$ for bonuses**

**Resolution:** That the Board acknowledge the review and recommendation of the Finance Committee to approve proposed health insurance plans Simply Blue Plus Bronze 4, and Simply Blue Plus Silver 15, effective January 2015, at rate not to exceed \$500, with Finn Academy paying 100% of the premium and providing an employer Health Savings Contribution for those opting for the Bronze 4 Plan to equal the premium of those opting for the Silver 15.

**Resolution:** That the Board authorize, upon review of the November 15<sup>th</sup> financial statements and advisement of accountant and attorney, the Finance Committee to arrange the partial repayment of any outstanding loans it encumbered in the planning year.

**Resolution:** That the Board direct the 2016-2017 Budget be drafted with a 1% Cost of Living increase for all employees and the funding of an employee retirement plan and a potential employee performance plan.

**Resolution:** That the Board authorize the Head of School to pursue financing to purchase a school bus in the amount \$35,000.

**B. FACILITIES**

**The Board of Trustees will enter into executive session to discuss issues pertaining to the acquisition of property, in accordance with the following provision of the New York State Open Meetings Law <https://www.dos.ny.gov/coog/openmeetlaw.html>):**

h. the proposed acquisition, sale or lease of real property or the proposed acquisition of securities, or sale or exchange of securities held by such public body, but only when publicity would substantially affect the value thereof.

**Resolution:**

**B. ACADEMICS –Lynn and Katie gave an overview of responsibilities of the proposed academic committee, to be tentatively called the Accountability And Excellence in Academics Committee. Martina suggested to fill up the committee with community, staff, and parent representation. Maggie suggested adding additional bullet for the responsibility of creating a succession plan; clearly articulated plan. Next steps to recruit community membership.**

**C. Martina asked what is our growth development plan for staff, given needs of new staff in challenging new roles, in new charter school? (Maggie suggested organizational chart re: staffing for academic excellence, Trustee Sutton suggested a recognition system to keep people motivated.)**

**Resolution:**

**VIII. REPORT OF THE HEAD OF SCHOOL**

**ACADEMIC DASHBOARD:**

**Assessments:** All Kindergarten and First graders have been assessed in: reading comprehension, fluency, and concepts of print. Second and third grades should be assessed by end of week. Assessments will be used as universal screeners for Response to Intervention and to provide differentiated texts and targeted literacy interventions.

**Other Misc. Items:** Maggie stated we currently have 18 special education students, and that we met deadlines for immunizations requirements and lastly, Playworks Training Nov.17th

**Staffing Needs:** literacy person for 1<sup>st</sup> grades, in addition to behavioral intervention needs

**Special Education:** Nov. 6<sup>th</sup> had IEP progress note reports due; all submitted on time.

**Enrollment:** fully enrolled (at 20% over target) until last week, lost one unexpectedly and today another

**OPERATIONS DASHBOARD:**

**Boiler Operation:** Mr. Mike getting trained by district in daily operational duties

**Veterans' Day Breakfast** held with over 100 in attendance; flag hoisted for first time by the local chapter of Vietnam Veterans Honor Guard, the American Legion, the Elmira Fire Department, and the participation and kindness of Keck's, Sam's Club, and Sysco Foods.

**Communications:** Maggie will share newsletters in future with board via email

**Playground:** Some behavior and safety issues on playground, hoping Playworks will remedy this with its emphasis on cooperative play to support mission.

**FISCAL DASHBOARD:**

**Payment from Host Districts** completed

**Payment to Charter Asset Management** completed November 6<sup>th</sup>.

**A/P – Discussion of Status of A/P** and review of October meeting with Kirisits & Associates advisement.

**IX. Personnel Packet**

**Resolution:** That the Board Approve the Personnel Packet as submitted, to include the establishment of 2 Bus Aide Positions, 2.5 Teacher Aide Positions, and .5 Literacy Teacher/.5

**Assistant Teacher for Behavioral Intervention supporting 1<sup>st</sup> and 3<sup>rd</sup> Grades; to hire Alyssa Beers as .5 Literacy Teacher/.5 Behavior Intervention Teacher.**

**X. PUBLIC COMMENT**

**XIV. ADJOURNMENT**

**Resolution to adjourned meeting at: 8:32 by President Baker**