

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

**July 9, 2018
6:00 PM**

I. CALL TO ORDER

The Regular Meeting of the Board of Trustees was called to order at 6:02 PM by Renee.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

	Present	Absent
Kathryn Coletta	___x___	_____
Jill Koski	___x___	_____
Kevin Murphy	_____	___x___
Maya Patel	___x___	_____
Cynthia Raj	_____	___x___
Katie Stowell	___x___	_____
Renée Sutton	___x___	_____
Lynn Winner	___x___	_____
Nichole Bocage (parent representative)	___x___	_____
Jenica Drehmer (parent representative)	___x___	_____
Martina Baker (ex-officio)	___x___	_____
Aimee Ciarlo (ex-officio)	___x___	_____
Katelin Woods (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.

Featured Presentation: End of School Year Activities

The school year concluded with Wellness Week including many activities: Leave No Trace, Field Day lead by Field Day Committee, last day of school picnic, movie day with Peter Rabbit, final community circle celebrating all scholars and staff completing their first year at Finn and yoga on the lawn as a school.

Scholars are returning in one week (July 16) for the start of summer session.

V. APPROVAL OF AGENDA

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

So Moved:	Jill	Seconded:	Lynn	In Favor:	All
				Opposed:	None

VI. PUBLIC COMMENT

None.

VII. PARENT REPRESENTATIVES REPORT

Most parents are excited about start time for summer session being the same as school year. The EOP all summer program, and 2-weeks of aftercare filled up really fast. They are super-affordable compared to other options. It seems like many parents missed the final Finn Wear sale, perhaps because it came at the end of the year with all the other end-of-year stuff. It would be great to have another, but not likely to happen before the next school year.

VIII. COMMITTEE REPORTS

A. FINANCE

This is the time of year when we are ordering all the stuff we need for next year. Should be at the point where we are able to close out the month of June. AP is right on point. July 1st billing is the biggest one and though it was a bit less than our expectations, this is the billing that usually gets reconciled over the next few billing cycles

All new scholars have provided the required proofs of residence. Finn will contact families via e-mail with a request for all returning families to submit updated proofs.

Resolution: To approve the draft May financial statements as presented by Kirisits and Associates.

Resolution: To approve the purchase of furnishings from Demco for the Finn Library in the amount of \$6,633.40.

For library shelving. Library committee made recommendations.

Resolution: To approve the quotes for the purchase of recommended trade books from Open Up Resources in the amounts of \$7,408.40 and \$3,299.03.

Finn did receive this year's per-pupil allocations from the district for things like textbooks, hardware support and have now purchased all the recommended trade books for EL for the year.

Resolution: To approve the closing of Operating, Payroll, and Dissolution Fund accounts at Five Star Bank and transfer funds to the correlating account at Chemung Canal Trust Company.

Resolution: To approve a proposal from DeMuth Electric in the amount of \$5,370 to upgrade and replace all existing lighting in the Auditorium.

Resolution: To approve the contract renewal with GST Boces for internet services for Finn Academy.

Resolution: To approve the quotes from Hertz Furniture in the amounts of \$6,420.00 and \$19,922.71 for furnishings for classrooms and the cafeteria for the 2018-2019 school year.

This year 6th graders will eat together in the cafeteria. All the other grades have expressed that they enjoy eating in the classroom.

Resolution: To approve the payment to Superclean Carpet Cleaners for cleaning services in an amount not to exceed \$5,000.00.

Resolution: To approve the quote from The Presentation Source, Inc. for the purchase of 12 Frontrow Juno Systems in the amount of \$14,568.36.

These are the speaker systems that teachers use in the classroom. Some teachers have not yet gotten them, so catching up and adding to new classrooms.

Resolution: To approve the proposal from Integrated Systems in the amount of \$45,221 for improvements and enhancements to the Video Surveillance systems.

So Moved: Maya

Seconded: Jill

In Favor: All

Opposed: None

B. GOVERNANCE

Resolution: To approve the minutes from the June Meeting of the Board of Trustees.

Resolution: To approve the 2018-2019 holiday calendar for administrative staff, as presented.

Resolution: To approve the Prohibition Against Meal Shaming and Meal Charge Policy, as presented.

This is a policy that Lia needs to post and distribute to families to be in compliance with the NSLP. We are moving forward with putting out a call for quotes from NSLP vendors. We only put out to bid for four days of lunch service because Monday has always been PB&J day, which LN can manage in house, saving \$11,000 in food service expense.

So moved: Renee

Second: Katie S

In favor: All

Opposed: None

Old Business: Committee assignments, board retreat, Code of Ethics

Governance: Maya (Chair), Jill, Kate S, Katie C, Aimee

Finance: Jill (Chair), Renee

Academics: Lynn (Chair), Katie S, Cynthia, Maya

Facilities: Jill, Lynn

The board will have its annual retreat some Saturday in the near future. Renee will set up an online poll to find a time that works for us and our consultant.

MB circulated the code of ethics and confidentiality documents to board members for signatures.

C. ACADEMICS

Lynn briefly recapped the discussion from the latest Academics committee meeting: Katelin shared NWEA test scores in each grade level and where the classes stood and whether they improved or not. Theresa shared a breakdown of these same scores for SPED scholars. Aimee shared a summary of records for behavior referrals for the last 6 months.

All but one of the positions for Fall 2018 have been filled.

Slogan.

IX. REPORT OF THE LEADERSHIP TEAM

The state audit is complete; awaiting official exit conference, but basically the auditors have finished all their reviews and the only comments they have made so far have been about IT.

Martina reported on the progress of discussions with the ECSD regarding transportation.

A meeting with families to discuss budget items will occur on Weds, 7/18 at 5:30 at Finn.

X. EXECUTIVE SESSION

Resolution: To move into Executive Session for purpose 1.f (below):

So Moved: Katie Seconded: Lynn In Favor: All
Opposed: None

(1.f. Upon a majority vote of its total membership, taken in an open meeting pursuant to a motion identifying the general area or areas of the subject or subjects to be considered, a public body may conduct an executive session for the below enumerated purposes only, provided, however, that no action by formal vote shall be taken to appropriate public moneys: f. the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation;)

Resolution: To return from Executive Session

So Moved: Maya Seconded: Jill In Favor: All
Opposed: None

Resolution: To approve the personnel packet as presented under Executive Session.

So Moved: Kaite C Seconded: Renee In Favor: All
Opposed: None

XI. ADJOURNMENT

Resolution to adjourn meeting at: 8:30

So Moved: Maya Seconded: Jill In Favor: All
Opposed: None