

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

**August 13, 2019
6:05 PM**

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

	Present	Absent
Kathryn Coletta	___X___	_____
Jill Koski	_____	___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___	_____
Jeremy Wheeler (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.

Another successful summer session has wrapped up. The session was very busy with over 30 field experiences across all grades. Attendance of summer session was excellent.

V. APPROVAL OF AGENDA

Resolution to approve/amend/add/table/delete agenda items to include additional resolutions under finance and under governance.

So Moved:	Katie S	Seconded:	Katie C	In Favor:	All
				Opposed:	None

VI. PUBLIC COMMENT

Mr. Kraft, parent of 3 Finn scholars came to voice his concerns about Finn becoming a K-6 school starting AY 20-21. Renee addressed his concerns and invited him to attend the upcoming Town Hall meeting on 8.15.

VII. PARENT REPRESENTATIVES REPORT

Jenica reported that she has heard from many other parents who are feeling sad and apprehensive about the change. The board and school leadership thanked Jenica for fielding so many calls, texts, and facebook posts she has fielded in the past few days.

VIII. COMMITTEE REPORTS

A. FINANCE

Resolution: To approve the quote from CDW-G in the amount of \$6,767.40 for the purchase of staff computers.

Resolution: To approve the audit engagement letter from Lumsden & McCormick, LLP for the completion of the audit for the fiscal year ending June 30, 2019 in the amount of \$8,000.00.

Resolution: To approve the contract with Schindler Elevator Corporation in the amount of \$1,046.15 for elevator inspection services for the 2019-2020 school year.

Resolution: To approve payment to Empire Charter Consultants in the amount of \$3,960 for the 2019-

2020 school year.

Resolution: To approve the renewal of Cyber & Security Liability insurance policy for the amount of \$1,293.36 through Valicenti Insurance Services, Inc.

Resolution: To approve the June financial statements as prepared by Kirisits and Associates.

Resolution: To approve the Clinical Associates of the Southern Tier Employee Assistance Program Service Agreement for the 2019-2020 school year at a cost of \$25.00 per employee.

Resolution: To approve the transportation contract with Terps Enterprises for the 2019-2020 school year and empower the COO to facilitate and execute a final contract, with advisement from the Finn Academy legal team.

Resolution: To approve the bid from EOP, Inc. for catering services for the 2019-2020 academic year, in compliance with Finn Academy's participation in the National School Lunch Program and Community Eligibility Provision and empower the COO and Food Service Director to execute the contract with EOP upon legal review.

Resolution: To approve the quote from Wilson Restaurant Equipment in the amount of \$6,045.00 for the purchase and installation of a salad bar unit for food service.

Resolution: To approve the scopes of work and payment to Future Leaders Incubator for Exhibits B-D in the amounts of \$8,800; \$5,400; and \$8,800.

Resolution: To approve the proposal from Open Up Resources Inc. in the amount of \$14,563.00 for the purchase of ELA curriculum materials for the 2019-2020 school year.

Resolution: To approve the quote from Edgenuity in the amount of \$13,995.00 for assessment materials.

Resolution: To approve the quote from Engineering is Elementary in the amount of \$9,817.00 for curriculum materials.

Resolution: To approve the quote from Delta Education for FOSS Science Kits in the amount of \$19,764.00 for curriculum materials.

Resolution: To empower the Board Chair and the School Leadership to negotiate with Future Leaders Incubator for services for the AY 19-20

Resolution: To approve the quote from TCI History Alive, in the amount of \$14,045.20 for social studies curriculum materials.

So Moved: Katie S **Seconded:** Cynthia **In Favor:** All
Opposed: None

Resolution: To approve the application to The Hartford, through Perry and Carroll Insurance agency, to purchase group life insurance with a premium amount of \$1,375.20.

So Moved: Katie S **Seconded:** Cynthia **In Favor:** Renee, Maya, Lynn

Abstained: Katie C **Opposed:** None

B. GOVERNANCE

A second strategic planning session has been scheduled for Sept. 3 from 5-9.

Resolution: To approve the revisions to the Bylaws of the Board of Trustees of Finn Academy, as presented.

Resolution: To approve the revised Fiscal Policies and Procedures as presented.

Resolution: To approve the revised Family Handbook, as presented.

Resolution: To approve the revised Uniform Policy, 504 Policies, Admissions Policy, Health Services Policy, and Bullying, Harassment and Intimidation Policy, as presented, and empower the members of the Leadership Team to revise as needed per legal advisement.

Resolution: To approve the Organizational Chart changes as presented.

Resolution: To nominate Monica Ridosh to the Finn Board of Trustees and forward her application materials to SUNY Charter Schools Institute.

Resolution: To empower the school leadership team in working with our renewal consultants to complete and submit our renewal ap on August 15, 2019.

So Moved: Maya **Seconded:** Katie C **In Favor:** All

Opposed: None

C. ACADEMICS

Finn achieved 91% proficiency on the NYS science assessment. ELA and Math scores have not yet been released.

IX. REPORT OF THE LEADERSHIP TEAM

School leaders are focused on completing and submitting the renewal application. Aimee reported that Finn is fully

staffed for the AY 19-20 and that staff retention has improved this year.

X. EXECUTIVE SESSION

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

Our guests from FLY are invited to join us for executive session.

So Moved: Maya 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: Katie C Seconded: Katie S In Favor: All
Opposed: None

XI. ADJOURNMENT

Resolution: To accept the personnel packet as presented in executive session.

So Moved: Katie S Seconded: Cynthia In Favor: All
Opposed: None

Resolution to adjourn meeting at 7:57

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