

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

**7:00 PM
June 27, 2016**

I. CALL TO ORDER

The Meeting of the Board of Trustees was called to order at PM. by 7:18 by Martina Baker.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

	Present	Absent
Martina Baker	__X__	_____
Jill Koski	__X__	_____
Kevin Murphy	_____	__X__
Maya Patel	__X__	_____
Katie Stowell	__X__	_____
Renée Sutton	__X__	_____
Lynn Winner	__X__	_____
Maggie Thurber (ex-officio)	__X__	_____
Nichole Bocage (ex-officio)	_____	__X__
Jenica Drehmer (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.

Trees Planted to honor the Founding Board

Nos Scolares

Recognition in the Community

Adoption of Owl at Tanglewood, by Board Chair

V. APPROVAL OF AGENDA

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

So Moved: Martina Seconded: Renee In Favor: All
Opposed: None

VI. PUBLIC COMMENT

Staff member, Shane Devlin, said that he has asked Michelle about a 401(K) for next year, and would like the Board to discuss its implementation. Two other members of the public attended, but made no comments.

VII. Head of School Report

Academics

Resolution: To accept the proposal for a non-material change of charter for submission to SUNY Charter Schools Institute to extend the school year for rising 4th graders by 20 days, which, when combined with the existing 10 day summer program, would meet the needs of existing scholars for a 30 day ESY program for possible implementation, if approved, in the summer of 2016.

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

Resolution: To delay the addition of pre-kindergarten until 2017-2018, due to fiscal restraints.

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

Operations

Resolution: To approve the school calendar for 2016-2017.

So Moved: Martina Seconded: Maya In Favor: All
Opposed: none

Resolution: To name HUNT Engineers, Architects, & Land Surveyors the Architect of Record for the renovation project to accommodate Finn Academy's projected annual growth over the next four years, in concert with Streeter & Associates, as general contractor.

So Moved: Jill Seconded: Renee In Favor: All
Opposed:

Fiscal

Resolution: To approve the 2016-2017 Budget for submission to the SUNY Charter Schools Institute on or before June 30, 2016.

So Moved: Maya Seconded: Jill In Favor: All
Abstaining: Martina
Opposed:

VIII. Consent Items

To approve a contract with Integrated Systems for the installation of telephone and wireless equipment and the supervision of network integration, in the amount of \$15,000.

To approve a contract with Day Automation for the transfer of account and work station and training for HVAC automation and monitoring.

To request for proposals for out-sourced IT support in the budgeted amount of \$40,000.

To approve a contract with Lisa Rustici for staff development in the area of wellness.

To approve Clemens Center reservations for arts performances for each grade level and for staff, to support the STReAM vision for arts integration.

To approve a memorandum of understanding between the Elmira City School District, William Lake, LLC, and Finn Academy pertaining to building access and the removal/replacement of locks as per the purchase and sale agreement between William Lake, LLC, for 610 Lake Street.

To approve a memorandum of understanding between the Elmira City School District, William Lake, LLC, and Finn Academy pertaining to the continuance of network (non-internet) services providing security, elevator, and HVAC automation, until existing Day Automation contract and service is transferred.

To approve a contract for broadband internet service with GST BOCES for 2016-2017.

To approve a contract with ALSCO for weekly mop service.

To approve the transfer of three existing (but not previously identified) Verizon telephone lines currently providing 911 elevator service, NYSEG modem, and extra line service from the Elmira City School District to Finn Academy.

To approve a contract from Doug's Landscaping for \$12,000 annually to include all mowing, trimming, spring and fall cleaning, mulching, tree trimming, snow removal, and salting.

To request a proposal for NYSED Facilities required Fire and AHERA inspections from GST BOCES for 2016-2017.

To request a proposal for Elevator Inspection from ALPS Elevator Inspection for 2016-2017 (alpsqei.com).

To request a proposal and/or transfer of contract for Elevator Maintenance from Schindler for 2016-2017.

To request proposals for necessary items, as indicated in the 2016-2017 budget, including, but not limited to:

- Furnishings for new classrooms;
- Office supplies;
- Textbooks;
- Curriculum Materials & Supplies;
- Risers and Musical Instruments
- Kitchen Equipment/Shelving and Tables;
- Maintenance Equipment

To apply to become a School Food Authority and submit advertisement for Invitation for Bid in accordance with the requirements of the Federal School Lunch Program, completing all such components of the process as directed, including requests for proposal. (Abstaining from this consent item only: Jill Koski)

To execute any and all requirements of SUNY CSI, with the direction/advisement of Board Chair and legal/accounting/other advisors, in order to meet fiscal year-end or facilities requirements.

So Moved: Martina Seconded: Lynn In Favor: All
None:

IX. Personnel Packet

Resolution: To accept the personnel packet as presented, including the resignations of Ashley Fairbanks, Classroom Teacher, and Beth Ann Hitchcock, Coordinator of Special Education and Intervention; the establishment of position of Chief Operations Officer; the establishment of position/change of title for Chief Executive Officer/Head of School; and the recommendations of Avery Rodabaugh, Classroom Teacher, Devinne Voigt, Classroom Teacher, and Theresa Cain, Coordinator of Special Education and Intervention. To approve salary increases corresponding with new responsibilities for Christy Strobel and a stipend for Kristen Kramarik to continue Finn Family Crew.

So Moved: Renee

Seconded: Lynn

All Favor: All

Abstaining: Martina Baker

Opposed:

X. PUBLIC COMMENT

None

XI. Parent Report

Jenica – reported that generally parents seem to see the positives. Nos Scholares was monumental. Pride is increasing. Community of the Families is falling into place.

Nichole – (via email) asked for clarification of duties and protocols for communication and reporting.

XII. Nomination/Election of Officers

Tabled

So Moved:

Seconded:

In Favor:

Opposed:

IX. ADJOURNMENT

Resolution to adjourn meeting at: 9:14

So Moved: Martina

Seconded: Jill

In Favor: All

Opposed: