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

7:00 PM October 17, 2016

I. CALL TO ORDER

The Meeting of the Board of Trustees was called to order at 7:14 PM. by Jill Koski

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

	Present	Absent
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___	_____
Martina Baker (ex-officio)	___x___	_____

Theresa

IV. WELCOME & MISSION MOMENT

V. 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.

VI. APPROVAL OF AGENDA

Resolution to approve/amend/add/table/delete agenda items and minutes by adding item d. Concerns under Section VI Transportation discussion.

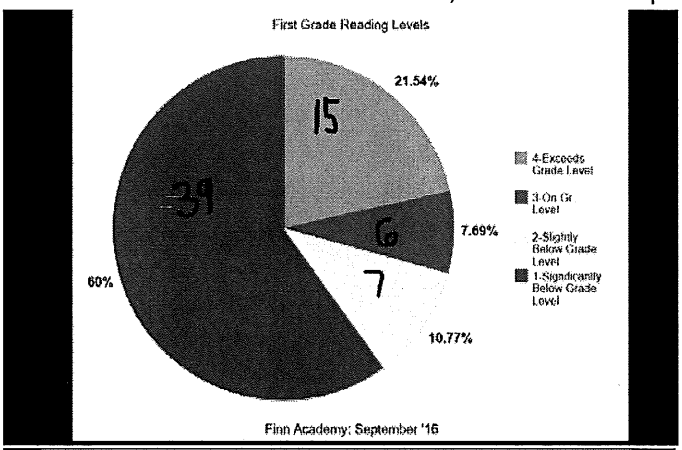
So Moved: Maya **Seconded:** Lynn **In Favor:** all

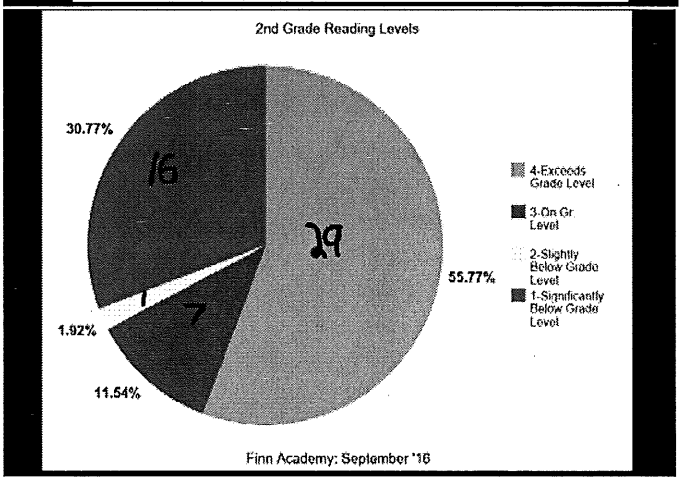
Opposed: none

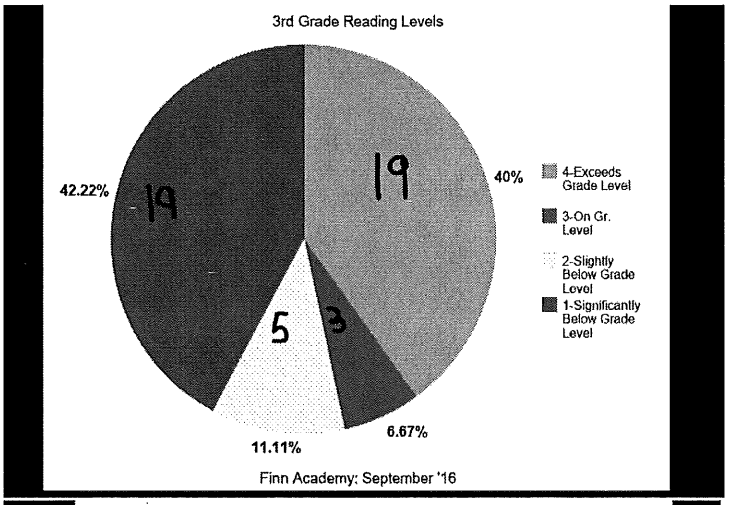
VII. PUBLIC COMMENTS

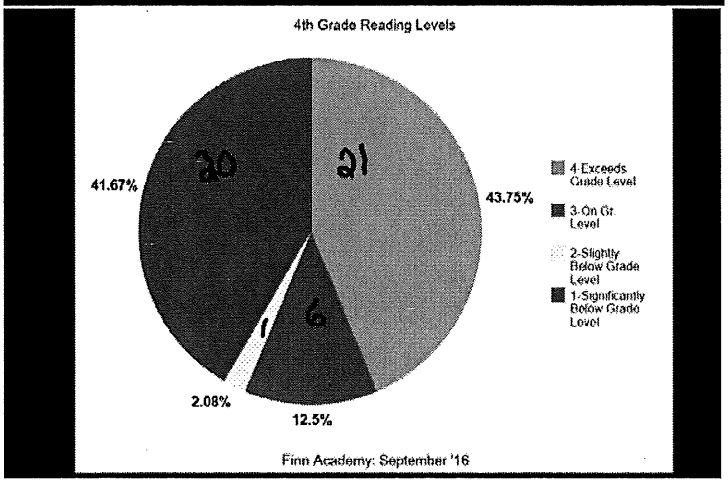
VIII. HEAD OF SCHOOL REPORT

a. ACADEMIC DASHBOARD – Theresa Cain, Coordinator of Special Education & Intervention









i. Literacy Intervention Needs
ii. Reading Assessment Review

b. OPERATIONS DASHBOARD
   i. STATUS OF FACILITY

Discussion: Head of School has met with landlord to discuss ongoing renovations and routine maintenance. Facilities committee needs to convene a meeting with them to strategically plan out the scope and details of next wave of renovations. Jill recommends organizing a detailed plan for renovations through the 8th grade prior to meeting with the landlord for discussion.

   ii. CONTRACTUAL PROPOSALS

c. FISCAL DASHBOARD
   i. BUDGET REVIEW & RECOMMENDATIONS
      1. Projected Receivables, Cash Flow, & AP Priorities
      2. Discussion of Protocols for Improved Internal Controls as per the Fiscal Policy & Procedures
      3. Kirisits & Associates' Recommendations for consideration

4. Head of School Recommendations for consideration

Discussion: Maggie and Renee have reviewed the budget and recommendations of Kirisits and Associates and have identified some inaccuracies, and set priorities to address long and short term concerns. Kirisits has suggested cutting teaching, SPED and administrative positions. Maggie suggested other cuts to the budget, including transportation. The board would like Maggie to review the proposed budget again and make another recommendation at a special meeting of the Board scheduled for Nov. 5 at 9 AM.

ii. CONTRACTUAL PROPOSALS

1. Renewal Contract with Dan Pasek, to include Title Grant Consultation, for three years @ $20,000/year.

Resolution: To table this agenda item until the Nov 5 meeting of the Board.

So Moved:	**Renee**	**Seconded:**	**Maya**	**In Favor:**	**all**
				Opposed:	**none**

2. Transportation Discussion
   a. Birnie Bus
   b. Terps Enterprises
   c. Elmira City School District
   d. Concerns

Discussion: ECSD provides the least expensive contract for afternoon transportation. The Board discussed sending a survey home to parents to get a clear picture of families' transportation and child-care needs at 4:15 release time associated with a 5-day per week extended day schedule.

Resolution: To table the discussion of a transportation contract until Nov. 5th and to continue to provide transportation at the current per diem rate until that time.

So Moved:	**Jill**	**Seconded:**	**Renee**	**In Favor:**	**all**
				Opposed:	**none**

IX. CONSENT ITEMS

a. To approve renewal of Directors & Officers Insurance with Perry & Carroll in the amount of $3,934.
b. To approve payment of Scholastic Book Fair in the amount of not to exceed $1,400.
c. To ratify the purchase of a malpractice binder to be added to our Liability Policy to provide coverage for Extended Day nursing services.
d. To ratify and approve the repayment of CAM on line of credit not to exceed $170,000.
e. To approve the request and acceptance of additional $125,000 line of credit from CAM, repayable in November, 2016, and January, 2017.

f. To approve the acceptance of donated items as detailed from anonymous donor and authorize acknowledgement of same.
g. To approve contract proposal from Los Pasitos for the provision of Spanish for Extended Day, at $10 per student per session
h. To approve additional facilities expense invoices from William Lake, LLC, for painting, locks, and repair of drinking fountains, not to exceed $14,000.

Resolution: To approve consent items a.-f. and h. as presented and consent item g. as amended.

So Moved:	**Renee**	**Seconded:**	**Jill**	**In Favor:**	**all**
				Opposed:	**none**

X. PERSONNEL PACKET

a. To approve the personnel packet as presented, to include

i. the hiring of Emily Harrison as .5 Office Support and .5 Teaching Assistant in Special Class;
ii. the hiring of Melissa Wildrick as 20-hour food service aide to support Food Service function;
iii. the hiring of Sue Sterpe as an hourly nurse to provide services during Extended Day.

Resolution: To accept the personnel packet as presented.

So Moved:	**Lynn**	**Seconded:**	**Renee**	**In Favor:**	**all**
				Opposed:	**none**

b. To Move Into Executive Session for the purpose 1.f
i. 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 enter into executive session.

So Moved:	**Lynn**	**Seconded:**	**Maya**	**In Favor:**	**all**
				Opposed:	**none**

Resolution: To leave executive session.

So Moved:	**Jill**	**Seconded:**	**Renee**	**In Favor:**	**all**
				Opposed:	**none**

Resolution: To terminate an employee as discussed in executive session as of Nov. 1 with no disciplinary reasons.

So Moved:	**Jill**	**Seconded:**	**Maya**	**In Favor:**	**all**
				Opposed:	**none**

XI. PUBLIC COMMENT

XII. ADJOURNMENT

Meeting adjourned at 11:30 PM

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

7:30 AM, October 3, 2016

I. CALL TO ORDER

The Meeting of the Board of Trustees was called to order at 7:30 AM by Jill Koski

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

		Present	Absent
Jill Koski		__x__	_____
Kevin Murphy		_____	___x___
Maya Patel		__x___	_____
Katie Stowell		__x___	_____
Renée Sutton	(by phone)	___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.

V. APPROVAL OF AGENDA

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

So Moved: JK **Seconded:** KS **In Favor:** All

Opposed: None

VI. PUBLIC COMMENT

Visitors Wishing to Address the Board

VII. CALENDAR OF MEETINGS

a. ACADEMIC CALENDAR
b. EVENTS CALENDAR
c. COMMITTEE MEETINGS

Resolution: None

So Moved: **Seconded:** **In Favor:**

Opposed:

VIII. PERSONNEL

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

So Moved: **Seconded:** **In Favor:**

Opposed:

1. 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: **Seconded:** **In Favor:**

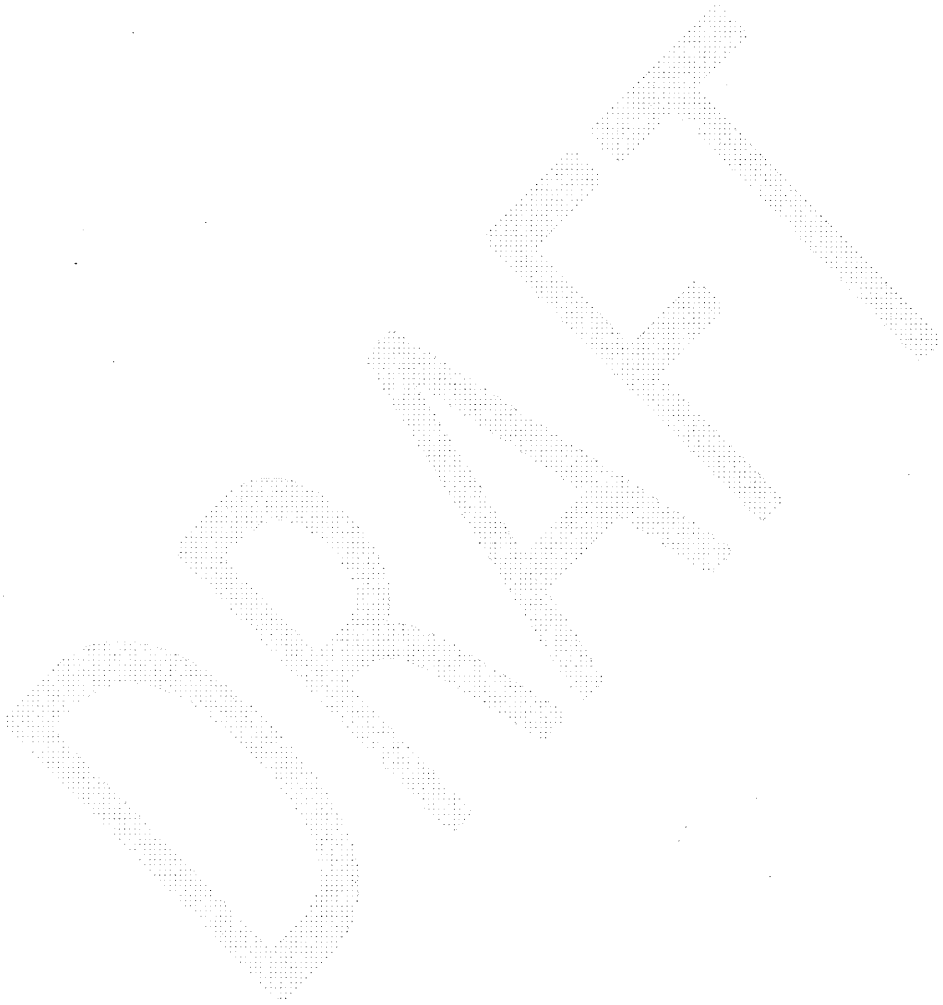
Opposed:

Resolution:

So Moved: **Seconded:** **In Favor:**

Opposed:

IX. PUBLIC COMMENT

X. ADJOURNMENT

Resolution to adjourn meeting at: 8:33 by JK, LW, All.