

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

**May 14, 2018
6:00 PM**

I. CALL TO ORDER

The Regular Meeting of the Board of Trustees was called to order at 6:17 PM by Jill Koski.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

	Present	Absent
Jill Koski	<u> x </u>	<u> </u>
Kevin Murphy	<u> </u>	<u> x </u>
Maya Patel	<u> x </u>	<u> </u>
Katie Stowell	<u> </u>	<u> x </u>
Renée Sutton	<u> x </u>	<u> </u>
Lynn Winner	<u> x </u>	<u> </u>
Nichole Bocage (parent representative)	<u> x </u>	<u> </u>
Jenica Drehmer (parent representative)	<u> x </u>	<u> </u>
Martina Baker (ex-officio)	<u> x </u>	<u> </u>
Aimee Ciarlo (ex-officio)	<u> x </u>	<u> </u>
Katelin Woods (ex-officio)	<u> x </u>	<u> </u>

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: Scholarship, Kindness and Perseverance Core Values

Many of our scholars participated in the Mark Twain writing contest. A third grade scholar was selected as the winner of this contest and her entire class will enjoy a day of Twain-related activities, including a visit to Quarry Farm.

Local business Rita’s Italian Ice donated free Italian Ice coupons for all scholars in grades 3-5 to honor their test-taking perseverance. The whole school enjoyed Perseverance Pajama day last Friday to celebrate the end of the Math state test.

V. APPROVAL OF AGENDA

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

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

VI. PUBLIC COMMENT

VII. PARENT REPRESENTATIVES REPORT

Some families expressed mixed feelings about the upcoming Gala fundraiser, as it does not seem to be accessible to those families who cannot afford the ticket price. Finn Family Crew holds a variety of fundraisers throughout the year. Board members suggested that the next fundraiser be such that anyone can participate at any level.

Parent representative questioned the school’s policy about celebrating Mother’s Day and Father’s Day. Leadership has left this as a choice for each teacher to consider – whether or not to fit it into the day’s activities. Since many of our scholars do not live with a “mother” or “father” in the traditional sense, Leadership plans to honor all “special persons” in the lives of our scholars with some kind of inclusive celebration.

VIII. 2018-2019 BUDGET PRESENTATION: Lisa Kirisits, Kirisits and Associates

Lisa reviewed financial statements for March and April with the board, stating that both “balance sheets are pretty healthy.” Finn continues to maintain full enrollment, and this is an important asset.

Lisa also distributed and reviewed a draft budget for next fiscal year. Lisa is very happy with how this budget looks and with the process of developing the budget with the Leadership team.

The board is planning a budget discussion with Finn's families in the near future.

IX. COMMITTEE REPORTS

A. FINANCE

Resolution: To accept the March and April financial statements as prepared by Kirisits and Associates.

Resolution: To empower the Chief Operations Officer to sign and execute the Contract Agreement with the SUNY Charter Schools Institute, upon its receipt, for funding from the State Stimulus Fund Grant.

Resolution: To approve the Chief Operations Officer, in conjunction with the Chief Financial Officer and the Finance Chair, to execute a short term note with Chemung Canal Trust Company in the sum of \$200,000, to provide for short term financing for the completion of projects related to the State Stimulus Fund Grant.

Resolution: To approve the proposal from Frontier Glass, Inc. in the amount of \$8,920.00.

Resolution: To approve the proposal from WNY Flooring Inc. in the amount of \$13,560.00.

Resolution: To approve the proposal from WNY Flooring Inc. in the amount of \$21,590.00.

Resolution: To approve the quote from CDW in the amount of \$14,716.80.

Resolution: To approve the order of 6th grade required ELA materials from EL Education in the amount of \$5,500.00.

Resolution: To approve the Chief Operations Officer to execute the initial contribution to the 403b plan for qualifying employees, back to 2015, in the amount of \$43,469.12.

This is the initial contribution for employees for the 403b plan. These funds have been held in reserve.

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

B. GOVERNANCE

Resolution: To approve the minutes from the April meeting of the Board of Trustees.

Resolution: To approve amendments to the Finn Transportation Policy to include a revision to monitor the use of electronic devices.

Resolution: To elect Cynthia Raj to the Finn Academy Board of Trustees.

Resolution: To elect Katie Coletta to the Finn Academy Board of Trustees.

Resolution: To approve the calendar, as presented, for the 2018-2019 academic year.

The new calendar starts and ends slightly later than last years to help accommodate families who depend on bussing to transport scholars to and from school.

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

Opposed: none

C. ACADEMIC

Scholars have completed and Finn has sent tests for ELA and Math for scoring. The state Science tests for the 4th grade will occur on May 23 (performance) and June 4 (written). We did opt in to do field testing for 3rd graders to test computer-based testing.

Finn's final NWEA testing will occur in early June – this is the first year where Finn was able to collect three sets of data for all scholars throughout the year.

Running records will also be collected once again for all scholars before the end of the year.

One last round of report cards.

Scholar-led conferences coming up this week.

Field day will be June 18th.

X. REPORT OF THE LEADERSHIP TEAM

Met our enrollment goal for kindergarten – now full. 2nd grade's new section has only 7-9 slots left.

Steady activity in recruiting and interviewing new staff for next school year.

Work projects supported by the SFF grant awarded to the school by SUNY are starting to move forward.

XI. EXECUTIVE SESSION

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

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

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

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

XI. ADJOURNMENT

Resolution to adjourn meeting at: 9:30

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