

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

**August 20, 2018
6:00 PM**

I. CALL TO ORDER

The Regular Meeting of the Board of Trustees was called to order at 6:10 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___	_____

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.

Aimee shared some very positive feedback from families that have relocated to other communities.

V. APPROVAL OF AGENDA

Resolution to approve agenda as amended to include an additional resolution under Finance.

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

VI. PUBLIC COMMENT

None.

VII. PARENT REPRESENTATIVES REPORT

Nicole requested that Finn post some examples of appropriate shoes on Facebook to help parents purchasing new shoes for the upcoming school year. Both parent representatives also reported hearing a lot of excitement from families about returning to school in the fall. Jenica described feeling very proud and touched by Finn Academy's and the school community's response to the loss of a pair of scholars' parents. The school will continue to provide grief support services as needed.

VIII. COMMITTEE REPORTS

A. FINANCE

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

Resolution: To approve the proposal for services from a charter renewal consultant in an amount not to exceed \$15,000.

Resolution: To approve the renewal of the service contract with Day Automation in the amount of \$1,663.00 for the maintenance of the HVAC and Access Controlled Door Systems.

Resolution: To approve a contract with CNY Media for the printing of online recruitment advertisements for the Chief Academic Officer position in the amount of \$3,354.00.

Resolution: To approve the requested increase to the Finn Academy Chemung Canal credit card corporate limit to an amount of \$20,000, with individual limits of \$10,000 per employee.

Resolution: To accept the bid from Economic Opportunity Program, Inc. to provide catering for the 18-19 school year, four days per week, in compliance with NSLP standards, in the amount of \$4.00 per lunch; and to empower the COO and Food Service Director to consult legal counsel to revise and execute the annual contract with the vendor.

Resolution: To approve the purchase of new staff computers from CDW-G in the amount of \$9,800.00

Resolution: To approve the quote from JS Cleaning to strip and seal main floor corridor floors in the amount of \$3,000.00

Resolution: To approve the lease of an additional Toshiba copier in the amount of \$1,400.00 after delivery, followed by a monthly payment of \$205.59 for 24 months.

Resolution: To approve the purchase in the amount of \$1,000 from Rochester 100 for scholar folders.

Resolution: To approve the proposal for services from Empire Charter Consultants in the amount of \$3,500 for the 18-19 school year.

Resolution: To approve the quote from Integrated Systems for the installation of additional phones and wireless access points for the 18-19 school year in the amount of \$5,315.00.

Resolution: To approve the quote from Hertz furniture for the purchase of chairs and stands for the Instrumental Music program in the amount of \$3,982.89.

Resolution: To approve the purchase of musical instruments in an amount not to exceed \$13,140.00

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

Opposed: None

B. GOVERNANCE

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

Resolution: To approve the Summer Session Policy, as presented.

Resolution: To approve the updated uniform policy, as presented.

Resolution: To approve the Finn Academy Walking-Biking policy, as presented.

Resolution: To approve the Finn Academy Retention policy, as presented.

Resolution: To approve the Finn Academy Employee Handbook and the Finn Academy Family Handbook, as presented.

Resolution: To approve the renewal of the contract and Memorandum of Understanding with the Chemung County Department of Social Services to provide Therapeutic School Based Mental Hygiene services for the 18-19 school year.

So moved: Katie C. **Second:** Lynn **In favor:** All
Opposed: None

C. ACADEMICS

Finn's scores on the State tests will be released to the school leaders on August 27 or there about.

IX. REPORT OF THE LEADERSHIP TEAM

Enrollment for the fall is currently at 368 (budgeted for 370).

X. EXECUTIVE SESSION

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

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

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

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

XI. ADJOURNMENT

Resolution to adjourn meeting at: 8:40

So Moved: Maya

Seconded: Jill

In Favor: All

Opposed: None