

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

**December 11, 2019
6:00 PM**

I. CALL TO ORDER at 6:07 by Jill Koski

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

	Present	Absent
Kathryn Coletta	_____	_____
Jill Koski	___X___	_____
Maya Patel	_____	___X___
Cynthia Raj	___X___	_____
Katie Stowell	___X___	_____
Renée Sutton	_____	___X___
Lynn Winner	___X___	_____
Martina Baker (ex-officio)	_____	___X___
Aimee Ciarlo (ex-officio)	___X___	_____
Jeremy Wheeler (ex-officio)	___X___	_____

IV. WELCOME & MISSION MOMENT

At Finn Academy we promote an inclusive, rigorous and nurturing environment to best prepare our children for their future and to cultivate a community of scholars, leaders and friends.

Finn is continuing its tradition of the Owl Giving Tree for the holiday. About 30 families are participating.

V. APPROVAL OF AGENDA

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

So Moved: Cynthia Seconded: Lynn In Favor: all
Opposed: none

VI. PUBLIC COMMENT

None

VII. PARENT REPRESENTATIVES REPORT

None

VIII. COMMITTEE REPORTS

A. FINANCE

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

Resolution: To approve the revised Fiscal Policies and Procedures as prepared by Kirisits and Associates.

Resolution: To approve the proposal from Integrated Systems in the amount of \$1,274.04 for telephone installation.

Resolution: To approve the proposal in the amount of \$2,540 from Micro Solutions.

Resolution: To approve the proposal from Goldhawk HR Consulting as presented.

So Moved: Lynn Seconded: Katie In Favor: all
Opposed: None

B. GOVERNANCE

Governance will meet On Nov. 21 at 4 PM to discuss several items, including revising bereavement leave, enrollment plan, policy for replacing our parent representatives, and next steps in convening a transition committee for students completing their final years at Finn.

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

Resolution: To approve the 2019-2020 CEP Meal Charge Policy as presented.

Resolution: To approve the Child Nutrition Programs Civil Rights Complaint Procedure as presented.

Resolution: To approve the job description and protocols for electing Parent Representatives to the Board of Trustees.

So Moved: Katie **Seconded:** Lynn **In Favor:** all
Opposed: None

C. ACADEMICS

Academics committee met Nov. 7th

IX. REPORT OF THE LEADERSHIP TEAM

Aimee Ciarlo and Jeremy Wheeler presented the dashboard which included data and status reports for discipline, scholar enrollment, scholar attendance, expenditures, district billing, support services, and scholar proficiency. Also enrollment sessions have started.

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

So Moved: Cynthia **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 **Seconded:** Lynn **In Favor:** All
Opposed: None.

Resolution: To accept the personnel package as presented

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

X. ADJOURNMENT

Resolution to adjourn meeting at: 6:30 PM

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