

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

**April 20, 2020
6:00 PM**

I. CALL TO ORDER at 6:15 by Maya Patel

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL -

	Present	Absent
Kathryn Coletta	_____	___X___
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___	_____
Catie Hatch, Parent Rep (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’s food service is still providing 80 meals every MWF for our families. We have also been providing information to families about other organizations in the area that are providing meals. Other organizations admitting anyone to provide meals. Finn’s teaching and leadership staff are also going above and beyond to reach out to scholars and families and delivering food, materials, and computers. The school is also providing a book pick up for families who need reading material for their scholars.

V. APPROVAL OF AGENDA

Resolution to approve/amend/add/table/delete a resolution under finance.

So Moved:	Jill	Seconded:	Kaite S	In Favor:	All
				Opposed:	None

VI. PUBLIC COMMENT

VII. None

VIII. PARENT REPRESENTATIVES REPORT

Catie Hatch reported that FFC is planning to order and deliver books for each Finn scholar. She also reported that many parents felt overwhelmed at the beginning of the school closure, and that leadership and staff have done an amazing job compared to her view of what other schools are doing to help their students. She feels that folks are settling in to a new normal by now. She also heard from a parent that is grateful for the food Finn is providing, that they are providing a substantial amount and variety, and willing to help with other siblings in the household.

Finn Family Crew is also planning something for teacher appreciation week.

IX. COMMITTEE REPORTS

A. FINANCE

Lisa Kirisits reported that at the end of the year Finn should have a positive balance. She also reviewed the draft 990 document with the Board.

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

Resolution: To approve the renewal with Bullseye in the amount of \$8,200.00.

Resolution: To approve payment to Day Automation in the amount of \$1,071.41.

Resolution: To approve payment to DeMuth Electric in the amount of \$5,022.44.

Resolution: To approve the draft 990 and approve auditors to file on behalf of Finn Academy.

Resolution: Upon consultation from our CFO to increase the line of credit to an amount not exceeding 250,000 and to authorize the COO and Board chair to effectuate those documents as may be required by our lender.

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

B. GOVERNANCE

Resolution: To approve the FMLA Leave Expansion and Emergency Paid Sick Leave Policy (Coronavirus).

Martina reviewed the policy and its relevance to staff. Lisa agreed that this is a nice package for both employer and employee.

Aimee sent an enrollment breakdown for AY 20-21. There is only need for a lottery for 1st and 3rd grades. Martina reached out to our auditor and the plan is to hold the lottery remotely, live stream it and post a recording.

So Moved: Kate S **Seconded:** Cynthia **In Favor:** all
Opposed: None

C. ACADEMICS

Academics committee has not met this month. Jeremy outlined the phases of Finn’s academic continuity plan.

Weekly professional development, grade level meetings, technology and structural support from Kyle Lambert are all still happening. He and his team are working hard to support families and scholars acclimate to on-line teaching format, maintain consistency while providing flexibility, synchronous and asynchronous instruction to maximize participation and engagement.

Theresa reported on the challenges of supporting special education scholars through on-line instruction. Finn is on the right track and are doing what we need to do to be compliant. She has met with school district and GST Boces to make sure we are providing a free and appropriate public ed and the state has given us a lot of flexibility.

Renee asked leadership to put together a summary of items for the Board to consider for next school year in the event of a reduced budget.

X. REPORT OF THE LEADERSHIP TEAM

Aimee asked the board to consider what the next dashboard should look like, considering the changes to remote learning. Renee would like weekly updates.

Martina updated the board on the status of our state intercepts, and the transportation meeting with the Elmira City School District that was supposed to be held last month was rescheduled for the upcoming Thursday. There is still no word on the appeal filed with the Commissioner of Education.

XI. ADJOURNMENT

Resolution to adjourn meeting at:

So Moved: Jill

Seconded: Katie S.

In Favor: All

Opposed: None