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

August 9, 2021
6:00 PM

I. CALL TO ORDER by Renée Sutton at 6:03 PM

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

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.

Aimee reported that the 2-week summer session was deemed successful and the Leadership Team is looking at interviewing families of participating students for feedback for future planning.

V. APPROVAL OF AGENDA

Resolution to approve/amend/add/table/delete two additional items under Governance, one agenda item under Finance and one additional item under Executive Session.

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

VI. PUBLIC COMMENT

None

VII. PARENT REPRESENTATIVES REPORT

None

VIII. COMMITTEE REPORTS

A. GOVERNANCE

Resolution: To adopt the Family Handbook for the 2021-2022 school year, empowering the Dean of Scholars to make revisions, as needed.

Resolution: To nominate Ashley Skiff to a two-year term on the Board of Trustees.

Resolution: To appoint the School Safety Team for 2021-2022, as presented.

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

Resolution: To approve the minutes from the July Meeting of the Governance Committee, as presented.

Resolution: To adopt the "District Wide Safety Plan" and empower the School Safety Team to make necessary adjustments and revisions, as needed.

Resolution: To approve the Job Description for the Assistant for Facilities, Maintenance and Custodial Services, as presented.

Resolution: To tentatively approve the Lead Teacher Job Description, following further review by Academic Committee.

Resolution: To divide CAO duties among existing leadership and teaching staff until a permanent replacement can be found.

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

B. FINANCE

Resolution: To approve the revised quote from StageDrop proposal, as presented.

Resolution: To approve the proposal from Day Automation for 2021-2022 services.

Resolution: To approve the quote from Presentation Concepts Corporation, as presented.

Resolution: To approve the quote from Houghton Mifflin Harcourt, as presented.

Resolution: To approve the renewal quote from Valicenti Insurance Services, Inc. for Cyber & Security Liability.

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

C. ACADEMICS

Resolution: To approve the minutes from the July meeting of the Academics Committee, as presented.

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

IX. REPORT OF THE LEADERSHIP TEAM

Aimee reported that approximately 100 scholars in need of academic support were invited to participate in the 2-week summer program, and 60 were confirmed to have participated. Attendance for the second week was slightly lower than the first, and likely be attributed to concerns related to COVID safety and building heat, although measures were taken to address these. There were a few students registered for the summer session who did not show up, despite daily calls from Finn staff. Enrollment for the 2021-22 Academic Year currently stands at 383 students. While a bit shy of the 390 students budgeted, applications are still coming in, and enrollment is likely to increase.

Martina reported that NYS has lifted COVID-related requirements for schools, instead deferring to local districts to determine these. She will look to the local Health Department for guidance and recommendations on an on-going basis, as Chemung County COVID numbers have been rising, moving the County's COVID classification from *Moderate* to *Substantial*. She will also be participating in a call with Chemung County Public Health Director, Pete Buzzetti, this week to find out more on testing recommendations, whether tests

will be provided, etc.

Aimee and Martina also shared that Jeremy is finalizing the required testing report due to SUNY this month, prior to his departure as Chief Academic Officer at Finn, and that they and other staff will provide support for this, as needed.

X. EXECUTIVE SESSION

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

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

(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: d. discussions regarding proposed, pending or current litigation; 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 S. **Seconded: Jill** **In Favor: All**
Opposed: None

Resolution: To approve personnel packet as presented in Executive Session**.**

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

XI. ADJOURNMENT

Resolution to adjourn meeting at 7:28 PM

So Moved: Jill **Seconded: Katie S.** **In Favor: All**

Opposed: None