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

September 13, 2021
6:00 PM

I. CALL TO ORDER at 6:04 by Renee Sutton

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____	_____

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 kicked off a second start to school under COVID safety guidelines. Staff have been working hard getting kids ready for formal instruction which began this week. Last week was spent helping scholars adjust to school norms, schedules, being in building.

V. APPROVAL OF AGENDA

Resolution to approve/amend/add/table/delete agenda items under governance regarding Teacher and Parent Representatives and under finance regarding Microsolutions

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

VI. PUBLIC COMMENT

None

VII. PARENT REPRESENTATIVES REPORT

None.

VIII. TEACHER REPRESENTATIVE REPORT

The board welcomed Karen Kuty as the first Teacher Representative to the board. Karen reported that staff members are happy to be back to school and the biggest concern she's encountered center around scholar stamina, especially those students who were remote for the full year. Karen also reported staff enthusiasm for the establishment of lead teachers at each grade level.

IX. COMMITTEE REPORTS

A. GOVERNANCE

Discussion: Parent representative application reviewed; changes to the Employee Handbook

Resolution: To adopt the Staff Handbook for the 2021-2022 school year, empowering the Chief Operations Officer to make revisions, as needed.

Resolution: To appoint Martina Baker the Data Privacy Officer for Finn Academy.

Resolution: To nominate and approve Karen Kuty as Teacher Representative to the Board

Resolution: To nominate and approve Sabrina Morison as Parent Representative to the Board

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

B. FINANCE

Resolution: To approve the quote for purchase of Second Step Digital Programs in the amount of $2,259.00.

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

Resolution: To approve the purchase from School Specialty in the amount of $2,558.52.

Resolution: To approve the quote from Integrated Systems in the amount of $2,184.00.

Resolution: To approve the purchase from TCI in the amount of $1,150.00.

Resolution: To approve an alteration of the agreement with Micro Solutions to increase services from 2 days per week to 3 days per week to support remote learning needs.

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

C. ACADEMICS

Discussion: Awaiting NWEA results for analysis and discussion at the next Academics Committee Meeting to be scheduled later in September.

So Moved: **Seconded:** **In Favor:**
Opposed:

IX. REPORT OF THE LEADERSHIP TEAM

The school is choosing to continue daily health screening for staff and scholars. Has felt the need to reiterate to parents at pick up time that masks are required when on school grounds, even out of doors. There have not been any positive scholar cases as of this meeting, but there has been some need for contract tracing.

Leadership will start meeting once a month with lead teachers. The instructional team and leadership team are working on identifying key priority areas and action plan to provide to teachers. Will discuss at upcoming Academics Committee meeting.

Finn welcomed its largest influx of new-to-Finn scholars in grades 1-6 (56).

Leadership discussed Finn's immediate plant for ensuring adequate coverage of CAO duties and responsibilities in their most recent call with SUNY. A strategic planning meeting to discuss a long-term solution to replacing the school's academic lead is now scheduled for Sept. 23rd.

X. EXECUTIVE SESSION

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

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

Resolution to accept personnel packet
So Moved: Jill **Seconded: Katie S** **In Favor All**
Opposed:None.

XI. ADJOURNMENT

Resolution to adjourn meeting at: 8:02
So Moved: Kaite S **Seconded: Cynthia** **In Favor: All**
Opposed: None