

# Truxton Academy Charter School

## Regular Board Meeting (DRAFT)

July 13, 2020

Notice was provided on our website, [truxtonacademy.org](http://truxtonacademy.org) on Monday, July 6, 2020.

<https://us04web.zoom.us/j/75078118734?pwd=azYxNUpNTm4rYUpwR1BSM0VxZGVKUT09>

Meeting ID: 750 7811 8734 Password: 6eaMyp

A quorum of trustees out of 8 total number of trustees was present as follows:

**Members Present:** Stuart Young, Cindy Denkenberger, Tom Brown, Krysta Austen and Sarah Stevens.

**Members Present via Zoom Meeting:** John Tillotson, Beth Klein, Korinne L'Hommedieu

**Others present in person or via Zoom Meeting:** Sara Petit-McClure, Lydia Aris-Brown, Patty Dawson, Kay Reakes, Leaf Carmer, Kathie Arnold, Levi Sutton, Victor Siegle and Jamie Smart.

President Stuart Young called the meeting to order at 7:10PM.

### **Pledge of Allegiance**

### **Approval of Minutes**

Motion by Tom Brown, seconded by Korinne L'Hommedieu, to adopt the minutes from the regular BOT Meeting held June 8, 2020 as emailed and to adopt the minutes from the special meeting held on June 23, 2020 with one correction to the name of Empire Charter Consultants. A roll call in favor, none opposed. Motion carried.

### **Opening comments**

Sara Petit-McClure shared Head of School Highlights. We received parent feedback from 10 of the 37 families that were sent the survey. Overall, suggestions included an increase in agriculture exposure. Our new small animal barn will be a welcome addition. Summer school is available for students going into first, second and third grade. It entails one hour per day of ELA and math and is going well so far. Students are participating and seeming to enjoy it. The staff continues to work on planning for next year.

### **President's Comments**

Stuart Young stated that how we are handling Committee business needs to be addressed. In order to be more efficient, he will call for committee to take back a discussion if out of order. If at any time a member does not agree, he or she can call a point of order to bring back to discussion.

Going forward, all committee chairs should add meeting dates to the shared Board calendar. Stuart and/or Sara will attend as needed. Committee meeting minutes should be shared with committee members, copying Stuart and Sara as soon as possible.

Stuart also wanted to share a change in the Personnel committee. The committee determined that the hiring process needs to be streamlined. They separating into two committees, Personnel and Hiring and are open to suggestions from all to share with the committee. Stuart is stepping down as chair of Personnel and Cindy is stepping up. The Hiring Committee would be Sara Petit-McClure, teacher representative, Jennifer Hull, parent and BOT representative Sarah Stevens. They would all ve involved in interview process.

## **Old Business**

Sara Petit-McClure reported that the Truxton Academy First Year Evaluation end of year report is due in beginning of August per SUNY CSI. Reopening plan guidelines were received today from NYSED and the Governor. We are waiting on new info as schools will be allowed to reopen based on percentage of cases testing positive is less than 5%. The decision should be made the first week of August. Restrictions will include mandated PPE, including face coverings , 6' distancing, temperature checks and screening questionnaires. Options for resuming in person learning will include outdoor space and additional classroom space to use. The significant restrictions required may be more than we like to see, but that's what it will take to reopen. Full guidelines will be put out from NYSED July 15. Individual district plans are due July 31.

## **Board Committee Reports**

### *Finance Committee*

Treasurer's report attached. Korinne L'Hommedieu reviewed and reported that we have recieved tuition from 2 districts totalling \$51,000.00 so far. CSP funds still on hold are at about \$434,000.00. Known expenses in amount of approximately \$54,000.00, not including payroll for July 15, are about to go out. This makes our cash position tight, so be aware. The committee is in the process of reviewing and finalizing CSP expenditures.

Motion to approve the Treasurer's report by John Tillotson, seconded by Tom Brown. Having no discussion, and none opposed, the motion is carried.

Finance Committee report attached. Tom Brown also reported that the PPP Loan final documents have been submitted to bank.

Motion to approve the Financae committee report by Cindy Dekenberger, seconded by Sarah Stevens. Having no discussion and none opposed, the motion is carried.

Motion by Tom Brown, seconded by Cindy Denkenberger, to approve our E-rate renewal through Garber Consulting for a one year contract in the amount of \$1,500.00. Having no discussion and none opposed, the motion is carried.

Motion by Tom Brown, seconded by Krysta Austen, to accept personal no interest, unsecured loans, offering no advantageous privilege, to help bridge the gap in our current budget. Having no discussion and none opposed, the motion is carried.

*Personnel Committee*

No Report submitted.

*Facilities Committee*

Report attached. Levi Sutton reported on progress of the SSF Grant projects. Plans for the pavilion, have been submitted to NYSED and they are expediting response. We should hear soon. Security improvements are being installed by Chimera including access remote cards and the ability to open and close doors from different locations. The bathroom project had to be put on hold due to the lengthy approval process and time constraints. The Art room project plans for flooring, heaters, insulation and vapor proofing around the garage addition. The grant will also cover the needed trench work for utilities to the pavillion and barn.

Levi also reported that that NYSED is requiring architectural drawings for the barn. Kathie Arnold is working on obtaining them.

Motion by Tom Brown, seconded by Krysta Austen, to approve BOT Resolution 2020-04 to adopt negative SEQR showing negative impact by the small animal barn and trench work . Having no discussion and none opposed, the resolution is adopted.

Motion by Tom Brown, seconded by Beth Klein, to approve facilities update. Having no discussion and none opposed, the motion is carried.

*Curriculum Committee*

No Report submitted.

*Marketing Committee*

No report submitted.

**Special Committee Reports**

*Nutrition Committee*

No report submitted. Sara Petit-McClure reported that Brigitte Ulrich has planted a garden for next falls food plan and is well underway with the application process to become a School Food Authority.

#### *Professional Advisory Committee*

No report submitted.

#### *Transportation Committee*

No written report submitted. Tom reported that we purchased our bus. 3 yrs maintenance requirements were included in the cost/contract. The insurance quote is \$2,000 per year. It is a 30 passenger, accessible bus scheduled for late October delivery.

Motion by Cindy Denkenberger, seconded by Sarah Stevens to approve the report. Having no discussion and none opposed, the motion is carried.

#### *Fundraising Committee*

No report submitted.

Tom Brown reported that the Audit committee has been formed, but they have not met yet. The first meeting will be held in the middle of August. Kaycee Harder has agreed to join the committee.

#### **New Business**

Sara Petit-McClure commented on BOT and HOS meeting. She sent a response to Cindy and Stuart with suggestions for HOS and BOT interaction. She is working on edits and will share with the rest of the board when edits are completed.

#### **Upcoming Events**

JUL 21 Board Training with Empire Charter Consultants via Zoom 6:30pm to 8:30pm

#### **Adjournment**

Motion by Stuart Young, seconded by Beth Klein, that the meeting be adjourned at 9:38PM. Having no discussion and none opposed, the motion is carried.

Respectfully Submitted,

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Patty Dawson, Recording Secretary