

# Truxton Academy Charter School

## Regular Board Meeting

**May 11, 2020**

Notice was provided on our website, [truxtonacademy.org](http://truxtonacademy.org) on Monday, May 4, 2020.

<https://us04web.zoom.us/j/71951644825?pwd=R2s5UUQxL1F0cXoxZGVubURMdXVtUT09>

Meeting ID: 719 5164 4825

Password: 4SJsHj

A quorum of 7 trustees out of 8 total number of trustees was present as follows:

**Members Present via Zoom Meeting:** Cindy Denkenberger, Stuart Young, Tom Brown, Korinne L'Hommedieu, Beth Klein, Krysta Austen, John Tillotson

**Members Absent:** Sarah Stevens joined at 7:22.

**Others present via Zoom Meeting:** Sara Petit-McClure, Lydia Aris-Brown, Patty Dawson, Leaf Carmer, Levi Sutton, and others.

President Cindy Denkenberger called the meeting to order at 7:07PM.

### Community Comments

#### Approval of Minutes

Motion by Tom Brown, seconded by Krysta Austen, to adopt the minutes as presented from the regular BOT Meeting held April 20, 2020. All in favor, none opposed. Motion carried.

#### Opening comments

##### President's Comments

Sara Petit-McClure, Head of School, reported that the school was continuing, as mandated, with distance learning. Each grade completed their unit on amphibians, featuring stories about Frog and Toad. Students learned about creature traits then designed and created their own amphibian using those traits and unique characteristics. Currently they have begun units on how to keep our bodies and minds healthy. The students are creating a calendar to help do this. This unit will continue thru the month of May. They have been talking day to day about how learning will look for hopeful return next year.

Cindy Denkenberger reported that many team members have been participating in webinars with SUNY and NYSED to plan for a stronger re-opening for Truxton Academy. This challenge provides us an opportunity to revisit our mission and commitments to our students. Sara Petit-McClure discussed the recommendation starting with a planning committee that would include community stakeholders and the leadership council. We should be working toward a first meeting in the next month or so. As we look for guidance with this and Board training, John Tillotson suggested we reach out to Scott S. at The Red Group. Sara stated that she would like to provide a response to SUNY in June.

Cindy Denkenberger reported the submission of the SSF Grant to SUNY on May 5, 2020. Tom Brown reported that he spoke with SUNY. Traditionally this grant is over funded and underutilized, but that is not the case this year. It is very competitive this year. We will wait for response, hoping for at least one or two of the three requests.

Sara Petit-McClure requested the creation of a Wellness Policy Committee as part of having a National Food Service program. It is not needed for application process, but is needed once we are accepted into the program. She suggested it be made up of the Nutrition Committee along with Brigitte Ullrich

and Heather Boyden. Currently Brigitte is drafting ideas, and Heather is helping with resources. President Cindy Denkenberger approved the creation of this ad hoc committee.

Tom Brown reported that the Phone System install was completed and seems to be functioning well. It is difficult to assess as we are not operating in the building under normal circumstances. The Fire alarm and elevator lines are functioning. Sara Petit-McClure and Leaf Carmer are looking ahead to phone and SIS training and will let CNYBS know when then are reading to schedule.

Patty Dawson reported that Teacher Appreciation Week was fun and successful with our PTO, especially Julie Eaton's help and our Board's quick reply.

Cindy Denkenberger has created an ad hoc Nominating Committee to accept applications for new board members and officer positions. The committee will include herself, Lydia Aris-Brown and Patty Dawson. Cindy submitted her official resignation as President as of June 30. The board is happy to accept nominations from anyone interested. They should submit bio, what they could bring to the board, reason for interest, relation to school/community. We will post opportunity on Facebook and website.

Cindy Denkenberger reported that the property survey was completed and the cost will be shared by Truxton Community Center and Truxton Academy. Kathie Arnold and Korinne L'Hommedieu will review and discuss to clarify cost and reporting.

### **New Business**

Kathie Arnold reported on after school program with TCC. They are waiting on JM McDonald to get their licensing formalized. Krysta Austen reported that she is aware of a 2-3 month delay on such licensing due to COVID-19. Kathie will follow up so we can get plan in place.

Sara Petit-McClure reported that a draft calendar for next year is ready. Upon review, Tom Brown questioned extended days wanting to know if we were able to continue to strive for those. Sara indicated that decisions were parent driven. If they were not included in the beginning of year, they could be added throughout the year or possibly through continued online learning.

Motion by Stuart Young, seconded by Beth Klein, to approve Draft 2020-2021 School Calendar as presented. None opposed. Motion carried.

### **Board Committee Reports:**

#### *Finance Committee*

Treasurer's report attached. Korinne L'Hommedieu reviewed the attached report in detail. CSP budget and funding is being finalized now as June deadline approaches. Quotes and receipts are needed ASAP. Total bottom line will be positive for the end of the school year.

Motion by Tom Brown, seconded by Stuart Young, to approve Treasurer's report. None opposed. Motion carried.

Korinne L'Hommedieu reviewed next year's budget as well. Tom Brown stated that with the current budget fluctuations, we may need to revisit salaries to better budget for the future.

Korinne L'Hommedieu reviewed Q3 Report to be submitted to SUNY May 15, 2020.

Motion by Tom Brown, seconded by John Tillotson, to approve as presented. None opposed. Motion carried.

Finance Committee report attached.

Motion by Stuart Young, seconded by Sarah Stevens, to accept report. None opposed. Motion carried.

#### *Personnel Committee*

No Report submitted. Will be scheduling meeting to discuss next school year hiring.

### *Facilities Committee*

Report attached. Action required to approve quote for tractor purchase. \$26k was allocated in CSP Funding.

Motion by Tom Brown, seconded by Krysta Austen, to approve purchase of a tractor to support our Rural Life Lab by accepting the quote and purchase of a Massy Ferguson tractor from CNY Farm Supply at a cost of \$24,917.75, which includes needed implements. None opposed. Motion carried.

Committee recommends \$400 purchase for carpet shampooer and floor scrubber \$3800 for other floors if funds remain in CSP grant.

Motion by Korinne L'Hommedieu, seconded by Krysta Austen, to accept report. None opposed. Motion carried.

### *Curriculum Committee*

No Report submitted.

### *Marketing Committee*

Report attached.

Motion by Tom Brown, seconded by Korinne L'Hommedieu, to accept report. None opposed. Motion carried.

## **Special Committee Reports**

### *Ag Committee*

Kathie Arnold reported on a plan for a 12x40 barn, fully enclosed from Horizon Structures. It would be open on the ends for versatility and can be relocated for different use in future. The structure will require power, water and Wi Fi. The cost would be approximately \$17,500, delivered. We would need to add gates and a wash station at approximately \$1000 additional cost. Time frame for delivery is 4-8 weeks after 50% deposit received. She is working on quotes from two other vendors. Stuart Young reported that he had requested a donation from Farm Credit East and they pledged a \$1500 donation. Tom Brown reported that eRate may match on plumbing costs.

Motion by Beth Klein, seconded by John Tillotson, to approve Ag Committee to accept report. None opposed. Motion carried.

### *Nutrition Committee*

No report submitted.

### *Professional Advisory Committee.*

No report submitted.

### *Transportation Committee*

No report submitted.

### *Fundraising Committee*

No report submitted. Lydia Aris-Brown reported that the Louis Calder Foundation is on pause to determine if they can assist any additional schools at this time or in the near future as they have had to change their focus to supporting existing schools under their funding now due to COVID-19.

## **Upcoming Events**

TBD Open House (virtual)

May 15 PTO Parent and Me Paint Night (TBD mandate may force cancellation)

Motion by Korinne L'Hommedieu, seconded by Tom Brown, to enter Executive Session to discuss employment at 9:12pm. None opposed. Motion carried.

Motion by Tom Brown, seconded by Stuart Young, to exit Executive Session at 9:25pm. None opposed. Motion carried.

Krysta Austen suggested that Truxton Academy collaborate with Truxton Community Center to create a community garden. Beth Klein mentioned Main Street Farms was sponsoring a giveaway that would work with this idea. Sara Petit-McClure, Kathie Arnold, Beth Klein and Krysta Austen will work together on this.

**Adjournment**

Motion by Stuart Young, seconded by Korinne L'Hommedieu, that the meeting be adjourned at 9:31pm. None opposed. Motion carried.

Respectfully Submitted

A handwritten signature in cursive script, appearing to read "P. Dawson", written in black ink.

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Patty Dawson, Recording Secretary