

# Truxton Academy Charter School

## Regular Board Meeting

**September 13, 2021**

Notice was provided on our website, [truxtonacademy.org](http://truxtonacademy.org) on Monday, September 6, 2021.

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

**Members Present:** Stuart Young, Tom Brown, Sarah Stevens, and Dave Amberg attended in person. Krysta Austen, and Korinne L'Hommedieu were remote. Cindy Denkenberger arrived remotely at 7:30 pm.

**Members Absent:** Beth Klein

**Others present:** Leaf Carmer and Kay Reakes attended in person. Sara Petit-McClure, Patty Dawson, Lydia Aris-Brown, Victor Siegle, and Kathie Arnold attended remotely.

President Stuart Young called the meeting to order at 7:04 pm.

### **Pledge of Allegiance**

### **Approval of Minutes**

Stuart Young moved to accept the minutes for the Regular Meeting August 9, 2021 and the Special Meeting August 24, 2019, as with the following corrections; Leaf Carmer was not present at the August 9, 2021 meeting and Stuart Young did not vote on the motion made in special session on August 24, 2021. Minutes are approved.

### **School Report**

Sara Petit-McClure reported that the start of the school year was going great. We opened with 98 students. Any openings are being offered to students on wait lists. Exciting pieces have already begun, including the arrival of pheasants for the habitat. Grades 3 and 4 are involved in the gardens and harvesting has started in the younger grades. Vegetables picked will be served in the soup at lunch tomorrow.

Unfortunately, newly hired Grade 4 teacher Ms. Dara is unable to continue this year due to health reasons. Dan Masserini is filling in as a long-term sub. Our newly hired F/T Teaching Assistant started today. We are still looking for a Cafeteria aide, PT 3 hrs./day. Staff development weeks went well and Sara is confident in our instructional team.

### **Board Committee Reports**

#### *Finance Committee*

Treasurer's Report - Current cash is in a healthy position with enrollment higher than budgeted for and no obvious anomalies anticipated. Audits are still being finalized. Reports should be available next meeting. Mary Ann Gotie will be working with Korinne to have a monthly reconciliation of the budget completed.

Finance Committee Report was submitted. Tom Brown noted a correction to the report. The correct Healthcare plan requirements are attached. Korinne reminded that the board needs to approve increases. This will be done in executive session.

#### *Facilities Committee*

Report not submitted. Leaf reported that the upstairs restroom and classroom projects have been completed. Our summer custodial staff excelled at getting the school clean and ready.

#### *Curriculum Committee*

No report submitted. Sara did note that an assessment calendar has been created and shared with teachers.

#### *Marketing Committee*

No Report submitted.

### **Special Committee Reports**

#### *Nutrition Committee*

No Report submitted. Sara reported that the new cafeteria team is working with new vendors to provide fresh, local produce, including our own garden. Patty Dawson is working with the team to help establish accounts to make purchasing easier.

#### *Professional Advisory Committee*

No report submitted.

#### *Transportation Committee*

No report submitted. Driver will need P&S endorsement. We are looking at Tom Henry and Tom Brown for options. Leaf will reach out to Cortland and Homer transportation departments for assistance.

#### *Fundraising Committee*

No report submitted. Dave reported that the Dog biscuits are ready to go. He will provide a timeline to Sara so they can coordinate student efforts on labels, bags, containers, etc. The Organic Valley grant deadline is September 15 and everything is ready to go. We should hear shortly after that. The other two grants are in the works and are due in October and November. The fundraising request letter is ready and the committee is asking board members to review and solicit from previously compiled list, especially to any company or organization that you may have a personal connection with. Dave will share both the letter and list in the next day or so. The committee strongly recommends a follow up phone call as well. Cindy reported that Jim Denkenberger would like to donate a popcorn machine to help with future events and fundraisers. All agreed it would be a welcome addition.

#### *Personnel Committee*

No report submitted. Cindy reported that the committee has been pleased with new hire selections and they are continuously working on additional hires to fill remaining vacancies.

#### *Agriculture Committee*

Kathie Arnold reported that the Agriculture Committee needs members. She asked to request through the PTO, faculty, and staff to see if anyone was interested in joining. She is working to make progress on the barn drawings so we can finally get approval to from NYSED. The only quote received to date is for \$4,000.00 and seems unreasonable as the cost of the building is only \$15,000.00. She is looking into to getting drawings from company that could just be reviewed and stamped. Tom mentioned we would need detailed plans for trenchwork as well.

With no objection to reports as submitted, reports are all approved.

### **Old Business**

Kay Reakes reported on volunteers. A letter has been created to be emailed out for volunteers. She suggests it be available to be printed and mailed as well, and to have flyers printed and hung locally. Kay, Jamie Smart and Jenny Hull met with teachers to compile a list of needs to help in composing the letter.

Tom Brown reminded of the need to follow up with Jill Shaheen to continue with Board training. He will reach out to her.

### **New Business**

Sara reported that Leadership Council should be restarted. She recommends the council include herself, teacher Jess Fallon, Student Achievement Coordinator Jenny Hull, Kay Reakes as our volunteer coordinator, and at least one board member. Tom Brown and Sarah Stevenson agreed to share the roll. Sara will also ask Beth Klein to rejoin. Tom asked if the teachers agreed that this would meet their needs and not eliminate Board check-ins as requested. Sara reported that it was discussed and teachers were on board. They agreed it is a way to create and meet long term goals. We should continue to do board check-ins if the teachers are requesting them.

Kay Reakes asked about COVID guidelines for volunteers. Sara reported that New York State mandated anyone coming into school, staff, contractors, etc., be vaccinated or undergo weekly testing, so she assumes volunteers would fall under those same guidelines. Kay wanted to make sure communications were clear to volunteers. Would testing be provided by the school? Sara has been communicating with Homer and BOCES on how to provide testing since the State is not mandating that schools are required to provide it. Cortland County is still working on it and will advise when they are able and if grant funding will be available to cover it. Dave will see if he can get assistance through Upstate. The difference we need to understand is that surveillance screening will cost the school, symptomatic screening will not. He will investigate options and continue to discuss with Sara. All agreed that pushing any volunteer help back to October 1 will give us more time to get answers. In the meantime, the greatest need will be for early morning and after school times. Sara would like to offer drama and/or science clubs 2 days a week.

Tom Brown moved, David Amberg seconded, to approve Truxton Academy Charter School Parents Bill of Rights for Data Privacy and Security as presented. All in favor. None opposed. Motion carried.

Tom Brown moved, Sarah Stevens seconded, to approve Truxton Academy Charter School Data Privacy Complaint policy as submitted. All in favor. None opposed. Motion carried.

### **School Events**

Sep 21 Back to school night at 6pm

Sep 16 PTO meeting at 6:30pm

### **Executive Session**

Dave Amberg moved, Cindy Denkenberger seconded, to enter Executive session to discuss personnel issues at 8:22pm. All in favor. None opposed. Motion carried.

Korinne L'Hommedieu moved, Dave Amberg seconded, to exit Executive session at 8:46 pm. All in favor. None opposed. Motion carried.

Tom Brown moved, David Amberg seconded, to approve Support Staff Annual Evaluation Procedure. All in favor. None opposed. Motion carried.

Korinne L'Hommedieu moved, Cindy Denkenberger seconded, to approve the hire of Macy Boyce as FT teaching assistant through the Rural grant. All in favor. None opposed. Motion carried.

Cindy Denkenberger moved, Dave Amberg seconded, to approve the annual increase as recommended by the personnel committee for the Head of School for the 2021-2022 school year. All in favor. None opposed. Motion carried.

**Adjournment**

Stuart Young adjourned the meeting at 8:50 pm.

Respectfully Submitted,

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Patty Dawson, Recording Secretary