**Truxton Academy Charter School**

**Regular Board Meeting**

**December 9, 2024**

Notice was provided on our website, www.truxtonacademy.org on December 2, 2024

**Call to order**: Meeting was called to order by Stuart Young at 6:35 p.m.

**Members Present:** Stuart Young, Tom Brown, Carol Woodhouse, Korinne L’Hommideau Krysta Austen

Member Jeff Perry arrived at 7:20 p.m.

**Members Absent:** None

**Others present:** Patty Dawson, Kim Bull, and Andrea Dawson

Scott Anderson was excused.

**Approval of Minutes:** Motion was made to approve the minutes of the October 21, 2024 meeting as presented. All in favor, approved.

Motion was made to approve the minutes of the November 18, 2024 meeting as presented. All in favor, approved.

**School Report:** Due to Principal Scott Anderson having a family commitment, the report was presented by Executive Director Patty Dawson.

* The school lost one student this month so we are currently at 83 students. Attendance is holding steady in all grades. Our secretary is working with School Tool to enhance reports of attendance.
* Staff - First Grade Teacher Melissa Sweeney has given her notice. Her last day will be 12/31/2024. One candidate was interviewed for the first grade position today and there will be a phone interview with a second candidate. If neither candidate is a good fit for the school, Scott Anderson will take over the position with a full time TA to help.
* The Special Education position has not yet been filled. A potential candidate will be shadowing on December 16. A second candidate has been interviewed, but is not available until February.
* Until a qualified candidate is found, Kathy Grome, our Special Ed Consultant would be available in person one day per week with a TA handling the day to day classwork until the position is filled.
* There is a student in need of OT/PT support. The school will need to enter into a contract for these services.
* There have been no recent discipline issues. The teachers are handling the challenging students.
* The school wishes to hire a 1:1 Aide for a Special Education student. Discussion will continue in tonight’s Executive Session.
* Assessment Data (iReady Growth) (RTI) ELA - Reading words per minute and comprehension. Math is also being assessed.
* Professional Development - need to provide time and activities for teachers to get together outside of school. There will be a survey to go out every quarter to the teachers for suggestions.

**Financial Report:** Korinne L’Hommideau reported. Reports were attached to the meeting’s agenda on Profit-Loss vs. Budget. Revenues are off. The cash flow will be okay through the end of the year. Cortland Enlarged School District still owes tuition. Cash position is $500,000.00.

Contracts to approve:

* Crompco LLC, an OWL Services Company for the annual Monitor System Inspection

Motion made by Korinne L’Hommideau,seconded by Carol Woodhouse. All in favor. Approved.

* Metro Group - Boiler Chemistries, annual water treatment for two boilers

Motion made by Carol Woodhouse, seconded by Korinne L’Hommideau. All in favor. Approved.

* Form 990 - Audit 501C3 2023 Exempt Organization Income Tax Report

Motion made by Korinne L’Hommideau, seconded by Carol Woodhouse. All in favor. Approved.

* ProCare Therapy - Contract for OT/PT for a Special Education Student remotely at $119/hour.

Motion made by Tom Brown, seconded by Korinne L’Hommideau. There was discussion within the Board on how the remote services would work. An aide will assist the student as the PT gives instruction remotely. All in favor. Approved.

**Operations Committee** - Patty Dawson reported. There have been two meetings of the Operations Committee. The Syracuse Academy of Science has agreed to help with marketing for Truxton Academy Charter School at no charge. There will be a committee for the GALA, and a parent has agreed to be chair of the committee. Levi Sutton is looking into the three year water testing for lead and contaminants. There are quotes from two vendors - Microbac and A & P. A motion is required to do the water testing.

Motion made by Tom Brown to approve the required water testing. Krysta Austen seconded the motion. All in favor. Approved.

**Old Business**

There was no old business.

**New Business**

On December 13 will be “Operation Christmas” - providing Christmas for families in need.

**School/Community Events**

December 18, 2024 at 4:00 p.m. All staff invited to the Hiawatha Inn for “Team Holiday” celebration

December 20, 2024 - An all school sing-a-long will be held prior to the break

**Academic Committee** - The committee discussed student and staff needs. As we focus on renewal, Benchmarks and expectations from SUNY will be discussed in committees then pushed forward to BOT meeting.

Motion made by Korinne L’Hommideau, seconded by Jeff Perry, to adjourn to Executive Session to discuss a specific employee, and have Executive Director Patty Dawson included in Executive Session at 7:35 p.m. All in favor. Approved.

Motion made to resume Public Session at \_\_\_\_\_\_\_\_\_\_\_

Motion offered by \_\_\_\_\_\_\_\_\_\_\_\_

Motion seconded by \_\_\_\_\_\_\_\_\_\_

Motion to adjourn the meeting was made by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ at 7: p.m.

Motion seconded by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Meeting adjourned at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

Respectfully submitted,

Andrea Dawson

Recording Secretary