

ORTON ACADEMY

BOARD OF DIRECTORS MEETING MINUTES

June 6th, 2023

5:00 p.m.

Join Zoom Meeting

<https://us06web.zoom.us/j/81747566659?pwd=aFZGOTIDdlRvb210ajBDSXljMlljUT09>

5:00 Meeting Call to Order

- Welcome
- Roll Call/Introduction of Guests
 - Present: Anne Boris, Ted Harvey, Bruce MacHaffie
 - Introduction to guests: Cindy Kanuch, Shannon Gossard, Jane Cummings, Alisa Morse, Jenny Wilson
- Approval of Minutes (May): Ted Harvey made motion to approve, Anne seconded, all approved

5:00 Orton Academy Principal's Report – Cindy Kanuch

- Enrollment Update
 - 132.5 currently enrolled for next school year - .5 is a homeschool student. There is an online information session tonight, the last one had 3 families. There was one in-person session at the beginning of May that had 3 families attend. One student from that meeting already enrolled in summer school. Tours are halted for summer due to construction.
- Marketing Update
 - Website update: Cindy shared the updated website. Will go live at the end of this month. Cindy asked the Board to send a picture and bio.
- Staffing Update
 - Interviewed two individuals for SPED, offered to one individual. Cindy interviewed for a middle school science teacher and have made an offer to that individual. The therapy position is not filled, Cindy updated the job posting online to hopefully reach more individuals.
- Grant update
 - Computer science grant – Learning Ally, field trip, funds for Lego Robotics and a field trip to Challenger Learning

Center. We received confirmation that we can transfer the funds to next fiscal year.

- We did not receive the school counselor grant.
- Jenny to connect with Johanna Lindstrom as a grant resource.
- Anne and Cindy met with the Daniels Fund. They have invited us to apply for funds. We are applying for \$122,000 for additional space for classrooms, gym, cafeteria, etc.
- CDE is doing an audit on D49 student attendance records. Orton Academy is included the audit. Orton will need to provide 3 years of attendance records in July. Due to not having a consistent student information system, this will be a challenge. Cindy mentioned next year we will have a new system. It will allow a parent portal, grade book, attendance records, and grade cards. Cindy is working on retention guidelines. Shannon stated she has a retention policy specific for Charter schools that she will send Cindy.
- Water/Lead issue – no parents have reached out. Some teachers are a little concerned since they were drinking water out of the faucets. Bruce offered to reach out to resources to see about testing for teachers and principal. Another sample will be sent, this time a flushing test. This will help determine if it is in the pipes or only in the faucet fixtures. Once received, Cindy will send remediation actions to the church. Anne suggests the church provide water bottles. Cindy states they can drink through the water fountains that were deemed safe.

5:15 Finance Committee Update

- Shannon shared the supplemental and preliminary budget.
 - Supplemental Budget
 - Captures most recent donation (\$10k), using \$406,000 out of IDEA, transferring \$70,000 to next year
 - Preliminary Budget
 - Computer science grant moved to FY24
 - Based on 125 students, we are currently at 135
 - Staffing model – 3 SPED teachers, 88 IEPs, 2 Para's, go to 5 classroom teachers plus 1 PE teacher, 4 CALT's and 1 interventionalist.

- \$250k increase is due to staffing salaries for next year due to increased wages, avg 15% increase on returning staff.
- Does include academic advisement for MEG. (\$36k)
- Additional \$25k in budget for lease of building for additional space
- Additional \$7500 for equipment needed for additional rooms
- \$32k net income
- Action Item: FY23 Supplemental Budget – Ted Harvey motioned for approval, Bruce MacHaffie seconded, all approved
- Action Item: FY24 Preliminary Budget - Ted Harvey motioned for approval, Bruce MacHaffie seconded, all approved

5:25 SAC Update

- Alisa Morse provided update. PROWL provided support for field day, appreciation week, and second order for apparel. They are a very small group and meeting in July to strategize how to recruit more parents. They have decided to keep SAC and PTO combined.
- Anne asked about the previously mentioned family ambassador program. Alisa stated they thought student ambassadors were a higher priority. Student council has been talking about the student ambassadors off and on. Cindy mentioned this often occurs with new students informally already.

5:35 MEG Update

- Shannon mentioned new staff at MEG.
- Andy will be beginning a new role at ER BOCES but will continue working with Orton on the charter school application. Leadership of ER BOCES has been supportive of our move to District 11. They believe our model is better supported within the district. ER BOCES is willing to work with us to get us transitioned.
- MEG contract is up for renewal. Minimal increase to monthly cost (\$5000 annual increase).
- Action Item: Renew contract with MEG for 23/24 – Ted Harvey motioned for approval to renew contract, Bruce MacHaffie seconded, all approved

- 5:45 Public Comments - none

5:50 Old Business - none

New Business

- Lynne Fitzhugh has resigned her position with the Board. The Board is grateful for all Lynne has done to get the school opened, all of her support over the last few years and her service to the community. We wish her the best and are thankful for her service to the Board.
- Jenny Wilson has accepted the Board Secretary role.
- Board vacancy
 - Anne and Ted met with Dan Snowberger and suggests inviting him to the Board. Dan has been our primary contact at ER BOCES and has worked alongside Cindy to support and mentor as well as support the overall operations of Orton. He also has personal alignment with the school. Dan has tremendous experience with charter schools and is connected with D11.
 - Anne will review Board By-laws to determine if we can add Dan to fill the vacancy and will reach out to Dan.

6:00 Meeting Adjourned