

Emblaze Academy Board Meeting



October 17, 2025

4:00 PM - 6:00 PM

Board Members in Attendance:

- Caroline Wachtler
- Daisy Fernandes
- Kaitlyn McKeough
- Kelly Thompson
- Yana Borokhov

Additional Attendees:

- Briana Keitt
- Hyrjana Dibra
- Janeya Hisle
- Billy Parker (SAX)
- Mike Schall (SAX)
- Moruf Owoiya (SAX)
- Travis Hill

Agenda Topic

Discussion Lead

5m Welcome: Call to Order & Roll Call (*Start recording*)

Board Chair

- Note board member attendance & call to order
- Review agenda for the upcoming meeting
- Approve Meeting Minutes
 - September 2025 Meeting Minutes

30m School Updates

Board Chair & HOS

- [Monthly Monitoring Report for October](#)

30m Finance Committee

Finance Committee Chair

- [EdTec Presentation](#)
- Overview of [24/25 Audit](#)
- Finance Committee October meeting
 - Pay Schedule
 - Finance Policy (Roles & Responsibilities)
 - 26/27 SY Budget

10m Academic Committee

Academic Committee Chair

- [Academic Committee October meeting](#)
 - Enrollment: Ongoing challenges due to relocations; gaining ~1 new student/week from walk-ins.
 - Staffing: 1 new hire (8th Math SPED)
 - Curriculum:
 - Math – negative perception, targeted observations/support planned.
 - Science – need textbook licenses for editing access.
 - History – positive results with new curriculum.

- ELA – continued coaching & feedback focus.
- Instructional Support: Briana leading Math observations for 2 months; joint feedback with Croft; focus on pre-observation planning.
- Classroom Walkthrough Trends:
 - Math – focus on lesson internalization & data-driven instruction.
 - ELA – improving class launch (first 15 minutes)
- Professional Development: Common planning, unit/lesson prep focus.
- Academic Goals: Reviewing iReady data and finalizing drafted goals.

10m Governance Committee

Governance Comm. Chair

- [Governance Committee October meeting](#)
 - Hear from Potential Board Member: [Travis Hill](#)
 - Ryan Hicks officially stepped down from the board
 - Charter Renewal Tasks
 - FOE Update
 - Funding Opportunities- RISE Enrichment Series

TBD Public Comment

Board Chair

Opportunity for members of the public to share feedback or ask questions related to the school or board's work.

TBD Executive Session Needed? ▾

Board Chair

5m Voting Items

Board Chair

- Accepting the SY24/25 Audit Approve ▾

I move to approve the audit report for the 2024–2025 school year as presented.

 - Caroline Wachtler In Favor ▾
 - Daisy Fernandes In Favor ▾
 - Kaitlyn McKeough In Favor ▾
 - Kelly Thompson In Favor ▾
 - Yana Borokhov In Favor ▾

5m Adjournment

Board Chair

- Review next month's meeting date
- Adjourn

Topics to table

Next Steps

- Consider other locations to house Emblaze
 - Charter School Growth Fund (finding new spaces for Charters)
 - NYS Charter School Associations Conference > Facilities Conference

