

APPROVED MINUTES

RENAISSANCE ACADEMY CHARTER SCHOOL OF THE ARTS

Board of Trustees

Tuesday, January 12, 2016; 5:00 - 6:30 PM

Location: 299 Kirk Road, Rochester, New York 14612

Mission: *Renaissance Academy Charter School of the Arts will provide children an enriched and rigorous educational experience through the infusion of the humanities and arts rooted in a culture of high academic standards leading to success in college and careers.*

1. Welcome/Call to Order and Introductions

- **Attending: Board Members:** Audrey Lewis-Cummings, Steven Gordon, Nan Westervelt, Alan Lockwood, Marilynn Patterson Grant, Bert Brinkerhoff, Bert Brinkerhoff; **Absent:** Dale Klein; **Board Member Waiting Approval:** Allen Williams; **Staff:** Dr. Donna Marie Cozine-Mills, Craig Eichmann, Caitlin Loury (Note-taker)

2. Approval of Consent Agenda Items

[Note: *Single items can be removed from the list and considered separately at the request of a Board of Trustees member*]

- **Motion 26.8 to approve Consent Agenda for Items listed below made by Nan Westervelt Seconded by Steven Gordon**
- **(Motion 26.9 Approve Minutes from December 8, 2015)**
- **(Motion 27 Approve January 12, 2016 Agenda)**
- **(Motion 27.1 Approve updated Renaissance Academy Charter School of the Arts Vision and Mission)**
 - **There was no Discussion; Motion unanimously passed (Ayes 7 Nays 0)**

3. Chief Educational Officer Report (Highlights)

- Dr. Cozine presented a review of Atlas Rubicon, a tool for RA's comprehensive curriculum.
- Dr. Cozine and Mr. Eichmann met with State Troopers to review the SAVE plan.
- Job postings will begin to be posted in the next few months.
- The Board reviewed the analysis of 1st trimester's report cards and behavior report that was sent under separate cover.

4. Finance & Audit Committee Report [Bert Brinkerhoff]

- Review Monthly Balance Sheet, P & L Statement and July to December, Budgeted vs Spent [To be sent under separate cover]
 - On track with finances.
 - Met with the Comptroller's Office auditors who will be on campus for 2 months reviewing operations.

5. Facilities Committee [Steven Gordon & Alan Lockwood]

- Update on Phase II Renovations
 - Would like to meet with the CEO and COO to further discuss.

6. Human Resources Committee Report [Alan Lockwood]

- CEO Evaluation and Contract
 - Will meet once all members return from being out of town.

7. Governance Committee Report [Dale Klein]

- Update
 - A potential candidate will be touring the school on January 19th.

8. Resource Development Committee Report [Nan Westervelt]

- Made \$591 at the Barnes and Noble fundraising event.
- Parent Coin Drive raised \$792.14. Thank you parents and families for your help!!!
- Meeting with the Artist Stroll contacts to discuss how to make the event even better in the future.
- Committee is recommending exploring contracting with a consultant or consulting firm to help with fundraising efforts. Dr. Cozine asked the committee to target the cost for budgeting purposes.
- A committee member will help facilitate subscribing to the United Way Donor Choice program.

9. Ad Hoc Strategic Planning Committee (Marilynn/Audrey/Nan/Donna Marie)

- Status of Strategic Planning Retreat Working Groups
 - Various committees will draft segments of the strategic plan that pertain to the three Key Result Areas.

10. Old Business

- Potential dates for Board/Staff “Meet & Greet”
 - Board members available from 11:30-12:30pm this Friday, January 15 – can meet the staff during their PD day lunch break.

11. New Business

- **Motion 27.2 Approve receipt of signed Disclosure of Possible Conflict of Interest and Code of Ethics from Caitlin Loury, Literacy Specialist, Renaissance Academy Charter School of the Arts by Bert Brinkerhoff seconded by Audrey Lewis-Cummings**
- **There was no Discussion; Motion unanimously passed (Ayes 7 Nays 0)**

12. Public Comments

13. Adjournment

➤ **Motion 27.3 to approve adjournment made by: Bert Brinkerhoff; Seconded by Nan Westervelt**

There was no Discussion; Motion unanimously pa