

## **APPROVED MINUTES**

### **RENAISSANCE ACADEMY CHARTER SCHOOL OF THE ARTS**

#### **Board of Trustees**

**Tuesday, March 8, 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 was made at 5:02 PM**

- Bert Brinkerhoff; Audrey Lewis Cummings; Dale Klein; Alan K. Lockwood; Steven Gordon; Marilynn Patterson Grant; Nan Westervelt; **Absent:** Board Member Waiting Approval: Allen Williams; **Staff:** Dr. Donna Marie Cozine-Mills, CEO; Craig Eichmann, COO

#### **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 28.9 to approve Consent Agenda for Items listed below made by Dale Klein and seconded by Marilynn Patterson Grant**
- **Motion 29 Approve Minutes from February 9, 2016)**
- **(Motion 29.1 Approve March 8, 2016 Agenda)**

- **There was no discussion; Motion unanimously passed (Ayes 7; Nays 0)**

#### **3. Chief Educational Officer Report (See Attached Report)**

- The Black History Month performance was a huge success with over 140 family members attending. Dr. Cozine praised Faith Hart, for her hard work in planning and executing the performance as well as Patrice James, and Darryl Kittleberger for their contributions to the success of the event. Board members Audrey Lewis Cummings, Marilynn Patterson Grant, and Nan Westervelt, also praised those responsible for the event as well as the children who performed and the children who were a great audience.

#### **4. Finance & Audit Committee Report [Bert Brinkerhoff]**

- Bert Brinkerhoff reviewed the Monthly Balance Sheet, P & L Statement and July to March Budgeted vs Spent which are on target. The 2016-2017 Draft Budget and Draft Capital Budget process is underway and will be approved at the April or May meeting.

#### **5. Facilities Committee [Steven Gordon & Alan Lockwood]**

- Renovations will begin in June.

#### **6. Human Resources Committee Report [Alan Lockwood]**

- Contract completed to be signed by Dr. Cozine.

#### **7. Governance Committee Report [Dale Klein]**

- Governance Committee will meet in April to review potential Board candidates.
- Nan Westervelt Board Member Resignation is effective as of March 9, 2016. She will continue to serve on the Resource Development Committee as a volunteer and as Board meeting note-taker through June.

#### **8. Resource Development Committee Report [Nan Westervelt]**

- After discussion and review of sample Board Giving Policies, the Board agreed on parameters for an RA policy. The following draft language will be adopted at the April meeting: ***Each Board member acknowledges that the Board is committed to raising funds for the operations and capital improvement of the school. Each Board member will contribute to the best of his/her ability to the success of these efforts.***
  - Barnes & Noble Book Fair Date is scheduled for Saturday, November 12, 2016
  - The Committee will meet to discuss further steps to secure the services of a Development consultant. Funds for the consultant will be included in the 2016-17 budget.
  - Young Audiences has offered several options for RA to consider to raise funds for the school via the Artists Stroll fundraiser. We will receive 50% of any money raised by RA through the sales of tickets, auction items, sponsors, and/or program ads. Marilynn Patterson Grant, Nan Westervelt, and Venora Rodgers (RA volunteer) are members of the Artists Stroll Committee.

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

- **Motion 29.3 to adopt the revised RA Mission and Vision crafted during the 2015-16 Strategic Planning Process** was made by Nan Westervelt and seconded by Marilynn Patterson Grant.
  - There was no discussion; Motion unanimously passed (Ayes 7; Nays 0)

**10. Old Business - None**

**11. New Business**

- Dr. Cozine announced RA will be participating in the New York State Mentoring Program, chaired by Mrs. Matilda Cuomo. The program connects private sector and nonprofit partners with schools that struggle to provide for underserved youth...” The program “creates supportive mentor relationships for underserved youth in elementary and middle schools, in a school-based, one-to-one setting. Dr. Cozine is submitting the names of possible private and non-profit partners that might be willing to participate.

- **Motion 29.4 to approve adding a .5 Director of Arts position (See Job Description) made by \_\_\_\_\_ Seconded by \_\_\_\_\_**

**Roll Call Vote**

- |                            |     |
|----------------------------|-----|
| • Audrey Cummings          | Yes |
| • Steven Gordon            | Yes |
| • Marilynn Patterson Grant | Yes |
| • Dale Klein               | Yes |
| • Alan Lockwood            | Yes |
| • Bert Brinkerhoff         | Yes |
| • Nan Westervelt           | Yes |

- **Motion 29.5 to approve new hires: William Schumacher, 1.0 Assistant Teacher; Melody Hudson, Substitute Teacher; Evelyn Santiago, Substitute Teacher** was made by Marilynn Patterson Grant and seconded by Bert Brinkerhoff.

➤ **Roll Call Vote**

- |                  |     |
|------------------|-----|
| • Dale Klein     | Yes |
| • Nan Westervelt | Yes |

- Bert Brinkerhoff Yes
- Steven Gordon Yes
- Marilyn Patterson Grant Yes
- Audrey Cummings Yes
- Alan Lockwood Yes

**12. Public Comments - None**

**13. Adjournment**

- **Motion 29.6 to approve adjournment made at 6:45 PM** by Nan Westervelt and seconded by Alan Lockwood.