

APPROVED MINUTES

RENAISSANCE ACADEMY CHARTER SCHOOL OF THE ARTS

Board of Trustees

December 13, 2016

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 Called to Order at 5:02pm

- **Attending: Audrey Cummings; Steven Gordon; Alan Lockwood; Dale Klein; Bert Brinkerhoff; Craig Eichmann; Donna Marie Cozine; Kevin Garden, financial advisor; potential new Board members Zach Harrison, Danner Hickman; Janine Barry; Michelle Gannon- notes. Marilynn Patterson-Grant arrived at 5:14pm.**
- **Absent: Aaron Rosen (Potential New Board Member)**

Dale Klein introduced Danner Hickman, Janine Barry and Zach Harrison. Alan Lockwood announced Audrey Cummings' resignation effective December 31, 2016. Let the minutes reflect appreciation and thankfulness for her term of service, and well-wishes for her future.

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 51.8 to approve Consent Agenda for Items listed below.**
 - **(Motion 51.9 to approve Minutes from October 11, 2016.)**
 - **(Motion 52.0 to approve the 11-8-16 agenda)**
 - **Motion to approve: Bert Brinkerhoff Seconded: Steve Gordon**
 - **Ayes: 5 Nays: 0**

3. Kevin Garden gave an informative presentation regarding the creation and options for an employer-matching employees' 403(b) retirement plan. Steve Gordon asked for a breakdown of teacher's ages and salaries, which will be helpful determining whether staff is interested in future or short term money earning. Bert Brinkerhoff, Alan Lockwood and Janine Barry will meet with Kevin Garden and make a recommendation for the January Board meeting.

4. Chief Educational Officer Annual Report

- Dr Cozine spoke about enrollment preferences for employees.
- **Motion 52.1 to approve an enrollment preference for children of employees:**
- **Motion to approve: Marilynn Patterson-Grant Seconded: Dale Klein**
- **Ayes: 6 Nays: 0**

- **Motion 52.2: Resolution:** In the event that the school receives the SSF grant that the Board of Trustees will ensure the proper reimbursement of and accounting for project funds

Motion to approve: Steve Gordon Seconded: Bert Brinkerhoff

Roll Call Vote:

- Bert Brinkerhoff xYES
- Dale Klein xYES
- Alan Lockwood xYES
- Steve Gordon xYES
- Audrey Cummings xYES
- Marilynn Patterson-Grant xYES

5. Facilities Committee [Steven Gordon & Alan Lockwood]

- **Motion 52.3** to approve Nichols' team contract for Phase 3 construction. Craig Eichmann informed the Board that Nichols final proposal was approximately \$20k under budget, and he will email the Board members the information.

Roll Call Vote:

○ **Motion to approve: Dale Klein Seconded: Steve Gordon**

- Marilynn Patterson Grant xYES
- Audrey Cummings xYES
- Steve Gordon xYES
- Alan Lockwood xYES
- Dale Klein xYES
- Bert Brinkerhoff xYES

6. Human Resources Committee Report [Alan Lockwood] Staff satisfaction, retention. Focused on non-financial incentive ideas. Dr. Cozine will circulate a survey to staff before the Christmas holiday and get their collective viewpoint. HR committee will meet next at January 6 at 8:30am. Janine Barry will try to attend.

7. Governance Committee Report [Dale Klein]

- New prospective board members have been invited to the meeting. Dale Klein, Dr. Cozine and possibly Steve Gordon will meet with Dr. Makini Beck.
- **Motion 52.4 to approve Danner Hickman: Bert Brinkerhoff Seconded: Steve Gordon**
- **Ayes: 6 Nays: 0**

- **Motion 52.5 to approve Zach Harrison: Bert Brinkerhoff Seconded: Steve Gordon**
- **Ayes: 6 Nays: 0**

- **Motion 52.6 to approve Janine Barry: Bert Brinkerhoff Seconded: Steve Gordon**
- **Ayes: 6 Nays: 0**

8. Resource Development Committee Report (Marilynn Patterson-Grant) November 12 Barnes & Noble fundraiser - choose the date earlier, advertise sooner, more student performances, pushing as opportunity to make donations to the library. Successful Friday Night Fun Night, have another family fun night and arts integration night later in the year. But a pub event, first ever featured event with fine talent from Faculty, staff and administration. We need Board members help - have a raffle gift cards value \$25, and/or contribute \$25 to present small honorarium to the performers. Notecards - token of appreciation for Board members, there are

more for sale at \$10 per pack. Dr. Cozine and Oscia Miles have discussed the creation of a developmental specialist position to pull together and captain the various fundraisers and development events. Oscia is in school for a beneficial degree, and she will put together a job description for that.

9. Old Business - none

11. New Business -

- A social media campaign - twitter account, instagram account “renacadroc”, facebook. Three staff members sharing the responsibility and posting frequently, response has been great.

12. Public Comments - none

13. Adjournment

- **Motion 52.7 to approve adjournment**
Motion to approve: Marilynn Patterson-Grant Seconded: Steve Gordon
- **Ayes: 6 Nays: 0**