

APPROVED MEETING MINUTES

RENAISSANCE ACADEMY CHARTER SCHOOL OF THE ARTS

Board of Trustees

April 10, 2018

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.*

Welcome/Call to Order and Introductions PM

- **Members Present:** Dr. Rosen, Mr. Gordon, Mr. Lockwood, Dr. Grant, Mrs. Klein, Mr. Harrison, Dr. Beck
- **Members Absent:** Mr. Bert Brinkerhoff
- **Others Present:** Dr. Guy Arie (New Board Member At Large pending SED approval), Dr. Donna Marie Cozine (CEO), Mr. Craig Eichmann (COO), Mrs. Dorothy Davis (Grandparent of student at RA), Janine Barry (New Member at Large pending SED approval), Nancy Goethel (recording secretary)

Approval of Consent Agenda Items 5:05pm

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

- **Motion 64.8 to approve Consent Agenda for Items listed below:**
- **(Motion to approve April 10, 2018 Agenda.)**
- **(Motion to re-approve Minutes from November 14, 2017 Board Meeting)**
- **(Motion to approve Minutes from March 13, 2018 Board Meeting.)**
- **Motion to approve: Mrs. Klein Seconded: Mr. Brinkerhoff**
- **Ayes: 7 Nays: 0**

Mr. Alan Lockwood welcomed all attending. Boylan Code, LLP held a book drive and Mr. Lockwood delivered to our school a cart of over 100 books for RA. In addition, a coin jar fund drive proceeds were also provided to our school.

Chief Educational Officer Report [Dr. Donna Marie Cozine]

Review of Performance Framework

Dr. Cozine distributed the Performance Framework. Dr. Cozine provided a walk-through of the 10 benchmarks that we will report on during the re-chartering process. The most important benchmark is number 1, which relates to the academic performance of our students. The Finance Committee will pay particular attention to Benchmarks 4 and 5.

Board training will be provided to the Trustee Members. The Board is advised to review the document in its entirety prior to the Board Training on May 3, 2018.

CEO Report (Attached as Addendum A)

We were invited to apply for a Konar Grant. We applied for one dedicated to Math Instruction that includes a summer Fellows program. We were granted \$91,000 by Konar.

The Center for Youth program is very important to us. We do not have the funds in the budget for this position. Dr. Cozine has approached Farash Foundation and asked them to consider funding the 48K position. We are awaiting their response.

Craig reported on the official lottery held at 9 a.m. earlier today on 4/10/2018.

- We received a total of 266 applications for the available 75 Kindergarten seats.
- We had six ELL perspective students and two were favorably in the lottery.
- We have 30 siblings that applied.
- Sixty-six of the common applications selected only our school as a choice for their child.

We have to acknowledge our dedicated staff for creating the climate we enjoy with so many satisfied parents. Mrs. Kimberly Felton, our Family Services Coordinator has done an outstanding job with recruitment. We should consider moving forward forming an ad-hoc committee to consider replication or we can consider adding up to Grade 8. Further discussion on this topic is warranted.

Public Comment

Due to a time constraint, Dr. Cozine asked at this time to allow Mrs. Davis (Grandparent) to address the Board. Mrs. Davis shared her concerns regarding:

- Young teacher referred to her as Dorothy, which she considers disrespectful
- Believes that more Grandparents need to be in the building
- Would like to help Dr. Cozine

Mr. Lockwood thanked Mrs. Davis for her support and concern. Dr. Cozine invited Mrs. Davis to meet with Mr. Kimberly Felton to possibly collaborate and brainstorm ideas that would support a Parent University (a topic the SIT has been considering). (Ms. Davis excused herself from the meeting at 5:35 p.m.)

Education Committee Report (Dr. Makini Beck)

Dr. Beck shared that the committee met on April 9th. Discussion regarding how well tools we use to predict how well students will perform on state assessments was discussed. The committee is determining the best method for reporting data to the Board as well as what key information needs to be presented to the Board. Dr. Guy Arie is excellent with data so will be joining the Academic Team. NWEA exams are not proving to be as accurate an indicator of exam performance when compared to the tools utilized by classroom teachers. Students will be taking state assessments tomorrow for ELA and next month for Math. This data is not available for review until October/November.

Dr. Cozine recommended that we become a Schoolwide Title 1 program, which provides us with more latitude with our programs. It offers more opportunity for Grant funding as well.

- **Motion 64.9 to approve Schoolwide Title 1 Plan**
- **Motion to approve:** Dr. Grant **Seconded:** Mrs. Klein
- **Ayes: 7 Nays: 0**

Development Committee Report (Dr. Aaron Rosen)

Dr. Rosen reports that we have doubled the size of the venue and we have raised a substantial amount already through sponsors. Dr. Rosen is asking that all the members canvass their friends and help sell individual tickets there is an excellent opportunity to sell out all 200 seats. We will promote this event via social media.

Finance Committee Report (Alan Lockwood)

Mr. Lockwood referred the attendees to the printed proposed budget (attached as Addendum B). This budget does not include potential per-pupil increases in funding or grants that have been awarded in this calendar year that would be available for our use in the next year.

The Finance Committee recommends to the Board that they approve this budget as presented.

- **Motion 65.0 to approve 2018-2019 Budget**
- **Motion to approve:** Dr. Rosen **Seconded:** Mrs. Klein
- **Ayes:** 7 **Nays:** 0

Roll Call:

Mr. Zach Harrison
Dr. Makini Beck
Mrs. Dale Klein
Dr. Marilynn Grant
Mr. Steve Gordon
Dr. Aaron Rosen
Mr. Alan Lockwood

(Mr. Gordon excused himself at 6:07 pm)

Facilities Committee Report [Steven Gordon, Alan Lockwood]

Mr. Eichmann reported that an issue with the Town of Greece holding in escrow funds for taxes that we are not liable for has been resolved and the funds have been deposited into our school accounts as of April 9, 2018.

Construction on the new building is moving along as projected.

Human Resources Committee Report (Alan Lockwood)

Governance Committee Report (Dale Klein)

Update on final review of verbiage for Visitor Policy in Student and Family Handbook. (Motion tabled February, 2018). The Board has been provided with the updated Visitor Policy. Dr. Grant and the Board reviewed and agreed on the following:

“Renaissance Academy Charter School of the Arts believes that our children learn valuable lessons by watching the behaviors and attitudes of adults.

- I will partner with the RA to promote an environment of high expectations for our parents, staff and students.
- I will engage in professional behavior with staff members or other RA families. I will abstain from making threats to their personal safety, using profane language or gestures. I understand the use of such language may lead to being banned from campus and/or police notification.
- I will demand a school environment free from drugs, tobacco and alcohol and I understand that the use of those on a school campus is illegal in the State of New York.
- I will ensure that my child attends school and will be on time and when he/she cannot, I will call the main office to notify them of my child’s absence.
- I will call the office in advance of picking him/her up early from school. I will arrive before 3:00.
- I will be prompt in picking up my child for after school activities.
- I will contact my child’s Director of Education if I have a serious concern.
- I will follow the Parent Complaint Policy if I have a concern.
- I will follow all policies and procedures outlined in the family handbook.

Motion 63.9 Approval of the Student and Family Handbook

- Motion to approve: Mrs. Klein Seconded: Mr. Harrison
- Ayes: 6 Nays: 0

Motion 65.1 to re-elect Board Member Alan Lockwood to another term as Chair of the Board of Trustees, determined as 4/2018 – 4/2021.

- Motion to approve: Mrs. Klein Seconded: Mr. Harrison
- Ayes: 6 Nays: 0

Motion 65.2 to re-elect Board Member Steve Gordon to another term as Treasurer , determined as 1/2018 – 1/2021.

- Motion to approve: Dr. Beck Seconded: Mrs. Klein
- Ayes: 6 Nays: 0

Motion 65.3 to re-elect Board Dale Klein to another term as Secretary, determined as 4/2018 – 4/2020.

- Motion to approve: Dr. Grant Seconded: Mr. Harrison
- Ayes: 6 Nays: 0

Motion 65.4 to re-elect Board Member at Large Bert Brinkerhoff to another term, determined as 4/2018 – 4/2021.

- Motion to approve: Mr. Harrison Seconded: Mrs. Klein
- Ayes: 6 Nays: 0

Mrs. Klein and Dr. Cozine had lunch with a perspective Board Member, Janet Mejias. It was a positive meeting and she was invited to join us on May 3, 2018 for Board Training. She may elect to begin on a committee or possibly be willing to be on the Board in the near future. Thank you Mr. Harrison for recommending her.

Old Business

New Business

Dr. Cozine shared that we have purchased a therapy dog who will live with our school social worker. She is a Newfie-Poo and is hypo-allergenic. The kids voted on names provided by staff. Her name is Remy (short for Remedy). Remy will be training and will join us in September.

Each Board member received a 'Glorious Kindness' bookmark

Adjournment at 6:30 PM

- **Motion 65.5 to approve adjournment:**
- **Motion to approve:** Mrs. Dale Klein **Seconded:** Dr. Makini Beck
- **Ayes:** 6 **Nays:** 0