

DRAFT MEETING MINUTES

RENAISSANCE ACADEMY CHARTER SCHOOL OF THE ARTS

Board of Trustees

June 12, 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 5:05 PM

- **Members Present:** Mr. Alan Lockwood, Mrs. Dale Klein, Mrs. Janine Barry, Dr. Guy Arie, Mr. Zac Harrison and Mr. Steve Gordon (via Video Conference)
- **Members Absent:** Dr. Marilyn Patterson-Grant, Dr. Makini Beck, Mr. Bert Brinkerhoff
- **Others Present:** Dr. Donna Marie Cozine, CEO

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 66.3 to approve Consent Agenda for Items listed below:**
- **(Motion to approve June 12, 2018 Agenda.)**
- **(Motion to approve Minutes from May 3, 2018 Board Meeting.)**
- **(Motion to approve Minutes from May 10, 2018 Board Meeting.)**
- **Motion to approve:** Mrs. Dale Klein **Seconded:** Mr. Zac Harrison
- **Ayes: 6 Nays: 0**

Chief Educational Officer Report [Dr. Donna Marie Cozine]

The full report is attached as Addendum A.

Dr. Cozine thank Dr. Arie who was instrumental in organizing the ERA/DRA2 data efficiently so as to produce useful charts. Dr. Cozine reviewed the data with the members present. Dr. Cozine and Mrs. Loury will spend time this summer creating a laser-focused plan for what ELA will look like in the First grade classrooms. This will be based on the current data and individualized to make sure that if there is a summer slide we are on top of it right away. There will be no lag time for RTI and it will begin right away to maximize instruction time.

The building will be closed the first week in July because there will not be water on. It is also the first week of the Math Fellows program. We will be providing the training for seven teachers at Hillel School. We will be using the Konar funds to train people to lead math teachers.

We are anticipating three ELL students this Fall and it looks like we will be full the first day of school.

Dr. Guy Arie will be assisting in producing data visuals for future Board reports as well as for Benchmark 1 for the rechartering document. Northeast Charter School Network has been reviewing the work that Dr. Barbara Cozine and Dr. Donna Marie Cozine has been doing with regard to the rechartering document.

Education Committee Report (Dr. Makini Beck)

Development Committee Report (Dr. Aaron Rosen)

The committee is exploring the various ways to move forward including:

- Engaging presenting donors

Finance Committee Report (Bert Brinkerhoff)

Mr. Lockwood advised that the finances are on track with no financial issues to report.

Facilities Committee Report [Steven Gordon, Alan Lockwood]

Human Resources Committee Report (Janine Barry)

An annual review for Dr. Cozine is in process with future plans for goal setting. HR Works is creating a new employee handbook.

After careful review, and in light of the departure of our Dean of Students and the retirement of Coordinator of Special Services, the following staffing change is recommended:

1. Combine the positions of Dean of Students and Coordinator of Special
2. Create the new position of Director of Student Support Services

Discussion: This position will streamline things by handling all the RTI and Support Services in addition to direct student support. This model will give Directors more time to be in classrooms and focus on instruction. It is a net budget issue of zero. Currently, our Dean of Students spends the bulk of his day responding to students in need of support. Next year we will have two Center for Youth Services (CFY) staff members available to respond to student issues during the day. The first line of response will be the CFY followed by the social worker or school psychologist if appropriate.

- **Motion 66.4 to approve Director of Student Support Services position/job description:**
- **Motion to approve:** Mrs. Dale Klein **Seconded:** Mr. Zac Harrison
- **Ayes:** 6 **Nays:** 0

Governance Committee Report (Dale Klein)

Proposed Slate to be voted on in July 2018:

Mr. Steve Gordon, Chair

Dr. Marilynn Patterson Grant – Vice Chair

Mr. Zac Harrison – Secretary

Mr. Bert Brinkerhoff – Treasurer

Old Business

New Business

Mr. Lockwood stated this redraft of Habits of Mind includes specific language of how we are addressing it through the positivity project.

- **Motion 66.5 to approve Non-Material Charter Revision to update the description of Key Design Element Habits of Mind:**
- **Motion to approve:** Dr. Guy Arie **Seconded:** Mr. Zac Harrison
- **Ayes:** 6 **Nays:** 0

- **Motion 66.6 to approve Non-Material Charter Revision to update the description of Board of Trustees Roles and Responsibilities with the following revisions:**
- **Motion to approve:** Mrs. Dale Klein **Seconded:** Mrs. Janine Barry
- **Ayes:** 6 **Nays:** 0

Mr. Lockwood reported that this revises a bland paragraph into a succinct bulleted document. After further discussion, the members agreed the document as presented is fine with the following revisions: **Section – Specific Responsibilities** Item #2, bullet point 3 will be moved to be included in item #3, bullet point 4 and truncated to read “Set goals for him/her for each year”. Item #8, bullet point 3 – delete this sentence referencing the Board provide a written report. Dr. Cozine provides a written CEO report to the board that tracks progress toward charter mission so this bullet point is not necessary. In the future the Development Committee could provide this if deemed necessary.

At this time, Mr. Alan Lockwood formally resigned from the Board of Trustees effective at the end of this Board meeting. Mr. Lockwood will remain active and provide legal counsel as needed for RA. The members of the Board thanked him for his exemplary service to our school and community.

Public Comments

Adjournment at 6:55 PM

- **Motion to approve adjournment:**
- **Motion to approve:** Guy Arie **Seconded:** Zac Harrison
- **Ayes:** 6 **Nays:** 0