

APPROVED MEETING MINUTES

RENAISSANCE ACADEMY CHARTER SCHOOL OF THE ARTS

Board of Trustees

Tuesday, October 9, 2018

5:00 PM

Location: 299 Kirk Road Rochester, New York

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

- **Members Present:** Mr. Steve Gordon, Mr. Bert Brinkerhoff, Dr. Makini Beck, Dr. Aaron Rosen, Dr. Marilyn Patterson Grant, Dr. Guy Arie, Mr. Zac Harrison
- **Members Absent:** Mrs. Dale Klein, Mrs. Janine Barry
- **Others Present:** Mr. Alan Lockwood, Mr. Craig Eichmann

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 68.1 to approve Consent Agenda for Items listed below:**
- **(Motion to approve October 9, 2018 Agenda.)**
- **(Motion to approve Minutes from September 11, 2018 Board Meeting.)**
- **Motion to approve: Dr. Makini Beck Seconded: Dr. Marilyn Patterson-Grant**
- **Ayes: 7 Nays: 0**

Chief Educational Officer Report [Dr. Donna Marie Cozine] (Submitted by email)

Education Committee Report (Dr. Makini Beck)

Benchmark 1 is in draft form and has been provided for member review.

The teachers are using data in a more sophisticated manner. They are using exit tickets and iReady assessment program. The iReady assessment is helpful for tracking student progress.

General discussion regarding assessment programs. Mr. Eichmann shared that we are hosting a school fair for parents to explore opportunities for rising 6th graders. The Board would like to have more details.

Development Committee Report (Dr. Aaron Rosen)

- **Ribbon Cutting Ceremony 10/17/2018**
Dr. Rosen said there would be a brief presentation. Tipping Point will be assisting in this event. Senator Robach will be in attendance and will provide a few words. Dr. Rosen reported that Nan Westervelt is working on a donate now button for our website. They are also working on a choreographed tour of the school.
- **Development Goal Outline for 2018-2019**
Dr. Rosen presented the following Development Plan:

Development Plan Outline (2018-19)

Fundraising Goal: ~\$65,000

Method	Goal	Prospects	Description	Date	Who	Costs
Major Gifts		Qualified Donors	-Identify potential individuals -Develop individual strategic cultivation plan (Leverage Feasibility Study results) -Explore planning a series of cultivation events & solicitation visits -Create a "script" for school tours	Ongoing	Nan & RDC	
Annual Campaign		Donor List	-Mail to database - Create a communication/cultivation plan -See Timeline for details	Fall 2018 Ongoing	Nan & RA Support & Board	
Online Giving			-Activate online payment option -Use social media, send emails	Fall 2018	Nan/RA webmaster/RA IT/RA COO	
Foundation Grants		TBA	-Determine grant proposal options for 2018-19	Fall 2018	Dr. Cozine/Nan/DOA	
Government Grants	?			School Year	Drs. Cozine	
Special Events (RDC) Reach for the Stars Barnes & Noble Golf Tournament?	\$15,000 \$900 \$5,000	2018 Attendee List	Dinner, Performances, Silent Auction	April 2019 Dec. 2018 June 2019?	RFTS Committee RDC SubCommittee RDC SubCommittee? (Craig E & M; Brian (Nancy G's husband)	
Special Events Parents	\$2000		- Interested in doing a craft fair;(Jamie Sebastian) -parents support Coin War -Status of T-shirt fundraiser -Walk/Dance for RA idea? (Each student raises \$10 in sponsors Chuck E Cheese Family Evening	School Year		
Teacher Events For Information Only			-Girls on the Run (Determine how e their specific fundraising activity impacts overall fundraising effort	School Year		
Other (e.g., Donors Choose; Crowdfunding, etc.)	\$1000		Donors Choose (Therapy Dog Support - \$650 Request in Sept.) Crowdfunding (Determine what, when, how)	Fall/Winter 2018-19	Elizabeth Sullivan Nan/Mel Hall	

Finance Committee Report (Bert Brinkerhoff)

The finance committee has reviewed in detail and is recommending that the Board approve the IRS Form 990.

- **Motion 68.2 to approve submission IRS Form 990 Return of Organization Exempt from Income Tax**
- **Motion to approve: Mr. Zach Harrison Seconded: Dr. Guy Arie**
- **Ayes: 7 Nays: 0**

Roll Call Vote:

Steve Gordon - YES
 Dr. Marilynn Patterson-Grant - YES
 Mr. Bert Brinkerhoff - YES

Mr. Zach Harrison - YES
Dr. Aaron Rosen - YES
Dr. Makini Beck - YES
Dr. Guy Arie - YES

Facilities Committee Report

Mr. Eichmann gave an overview of the design of the retention pond.

Human Resources Committee Report (Janine Barry)

Mr. Gordon reported that discussion regarding teacher salaries and what would be a reasonable increase target over and above what is currently budgeted for the next three years. More information will be shared at a future meeting after an opportunity to meet with Mrs. Barry.

Governance Committee Report (Zach Harrison)

Mr. Harrison reported that there is a focus on four key areas. The strategic planning committee is covering topics ranging from student performance to staff retention. The possibility of adding additional intervention specialists or a coach may be useful for moving the students forward.

Old Business

None.

New Business

At the next board meeting we will have a presentation from Math Fellows.

Public Comments

Adjournment at 6:33 PM

- **Motion 68.3 to approve adjournment:**
- **Motion to approve:** Mr. Harrison **Seconded:** Dr. Guy Arie
- **Ayes: 7 Nays: 0**