

APPROVED MINUTES

RENAISSANCE ACADEMY CHARTER SCHOOL OF THE ARTS

Board of Trustees Special Meeting

Tuesday, October 7, 2014; 5:00 to 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 – Start Time 5:40 PM

- **Attending:** Alan Lockwood; Dale Klein; Steven Gordon; Audrey Cummings; Nan Westervelt; Dr. Donna Marie Cozine; Craig Eichmann
- **Absent:** Fred Kulikowski; Patrick Burke; Marilyn Patterson-Grant
- Craig Eichmann, recently hired Chief Operations Officer was welcomed by the Board as well as two visitors: Nerissa Callahan-Stiles, Renaissance Academy Charter School of the Arts, Second Grade Teacher; Justin Kwasa, Northeast Charter School Network

2. Approval of Consent Agenda Items

Motion 15.5 to approve Consent Agenda for Items listed below was made by Alan Lockwood and seconded by Dale Klein. The Board Chair reminded trustees that single items could be removed from the list and considered separately at the request of a Board of Trustees member.

- **Motion 15.6** Approve Minutes from September 24, 2014 (with typographical corrections)
- **Motion 15.7** Approve Overall Agenda
- **The Consent Agenda was unanimously approved (Ayes 5; Nays 0).**

3. **Motion 15.8:** A motion to approve substitute teachers: Dwayne Brady, Susan Nicolini, Stefanie Venture, Leah Curran, Janixa Mejias; Cafeteria Aide Replacement: Paula Crawford; Aide Replacement: (*Replacing Casey Reinhardt, former 1:1 aide for student in danger to herself*); Change Crissa King from 1.0 Teacher to 0.6 Classroom Teacher effective 12/1/2014; Change Ruth Washington from 1.0 Teaching Assistant to 0.6 Teaching Assistant effective 12/1/2014; Hire Ruth Washington as 0.4 Classroom Teacher effective 12/1/2014 was made by Dale Klein and seconded by Audrey Cummings.

4. **Motion 15.9** to move to Executive Session was made by Alan Lockwood and seconded by Dale Klein in order to discuss the reasons for the teacher and teaching assistant personnel change. The Board retired to office of Dr. Cozine at 5:55 PM.

- **After discussion, motion 15.8 was unanimously approved. (5 Ayes; 0 Nays)**

5. The Board continued to meet in Executive Session in order to hear and discuss the recommendation of the Human Resources Committee relating to a request submitted by several hourly staff members to Dr. Cozine for paid time off for holidays.

- **Motion 16** was made by Alan Lockwood and seconded by Dale Klein to accept the recommendation from the Human Resources Committee regarding the paid time off request. The Board returned to the open meeting at 6:20 PM.

6. Finance & Audit Committee Report

- Steven Gordon provided the Finance Committee Report in the absence of Fred Kulikowski, Treasurer. As per the auditor's recommendation, the Board will monitor its finances monthly using a Profit & Loss Statement and Balance Sheet. Steven walked the Board through the documents and fielded questions. Alan provided detail relevant to the school leasing and purchasing efforts.

7. Facilities Committee [Alan Lockwood]

- Alan Lockwood reported that on October 14, the Greece School Board will discuss the school purchase agreement submitted by RA last summer.

8. Governance Committee [Dale Klein]

- Dale reported that the Governance Committee reviewed several full Board and individual Board member self- evaluation tools and decided on two documents to pilot in June. Each board member will complete the forms and the Governance Committee will review the results before setting goals for the next year.
- The Governance Committee reviewed the current profile of the board and targeted three possible candidates to recruit.

9. New Business

- **Ad Hoc Dashboard Committee Status:** Nan will re-convene the Dashboard Committee to finalize the document drafted in the summer.
- **Development Committee:** Nan will activate the Development Committee to set fund-raising priorities and methods.

10. Staff Report (Sent under separate cover)

- Dr. Cozine elaborated on the Head of Academics report submitted to members prior to the Board meeting. Highlights mentioned are:
 - After baseline assessments 50% of the first and second grade population will begin the FastForWord reading intervention program.
 - Schedules are being adjusted to increase learning time and decrease student transition time.
 - The first RA family and faculty meeting is scheduled for October. The Board Chair asked if the Board should have a presence at the meeting. Dr. Cozine indicated it would be an organizing meeting and suggested the Board send a report to be read at the meeting.
 - After several students transitioning out (as expected), the school continues to be at full enrollment (187) with a waiting list.

11. Public Comments

- Justin Kwasa, Advocacy Manager for Rochester and Central New York, Northeast Charter Schools Network provided an update on current happenings in the charter school realm. He suggested that RA board members meet with elected officials to "tell our story." He also said that NECSN members will be invited to a roundtable in Rochester on November 5.

12. **Motion 16** by Steven Gordon and seconded by Dale Klein was made to adjourn the meeting at 6:50 PM. The motion unanimously passed.