

APPROVED MINUTES

RENAISSANCE ACADEMY CHARTER SCHOOL OF THE ARTS

Board of Trustees

Tuesday, March 10, 2015; 5:00 to 6:40 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.*

- **Welcome/Call to Order and Introductions** - 5:10 PM Start time

Attending: Bert Brinkerhoff; Steven Gordon; Dale Klein; Alan Lockwood; Nan Westervelt

Absent: Audrey Cummings; Pat Burke; Marilynn Patterson Grant

Public: Isaac Nieves

- **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 18.5 to approve Consent Agenda for Items listed below was made by Dale Klein and seconded by Steven Gordon.**
 - **(Motion 18.6) Approve Minutes from February 3, 2015**
 - **(Motion 18.7) Approve Additions to March 3 Agenda:**
 - **Motion 18.8 to approve the proposal from Canandaigua National Bank for financing the purchase of 299 Kirk Road and the first phase of renovations.**
 - **Motion 18.9 to approve holding the Renaissance Academy Charter School of the Arts Annual Meeting in August rather than June. [Section 3.3 Annual Meeting of the by-laws state: The Annual meeting of the Board of Trustees shall be the Regular meeting held in July of each year, or such other Regular meeting as the Board of Trustees shall designate.]**
 - **No Discussion; Unanimously passed; 4 Ayes 0 Nays**
- **Motion 19 to amend ARTICLE IV: COMMITTEES OF THE BOARD OF TRUSEES, Section 4.1 Audit and Finance Committee to remove the stipulation that the "Treasurer shall chair this committee" and insert "The Board Chairperson shall designate the chair of the Audit and Finance Committee." [Note: According to the bylaws, The bylaws may be adopted, amended, or repealed at any meeting of the Board of Trustees by a vote of two-thirds (2/3) of the entire Board of Trustees.] was tabled by Alan Lockwood and seconded by Steven Gordon until the April meeting because two thirds of the Board was not present.**
 - **No Discussion; Unanimously passed; 4 Ayes 0 Nays**
- **Finance & Audit Committee Report [Steven Gordon]**

- Treasurer Steven Gordon reviewed with the Board the financial documents sent prior to the meeting and reported that revenue continues to track close to the budget and the finances are in good shape.
- **Facilities Committee [Steven Gordon & Alan Lockwood]**
 - The Board Chair publicly thanked Steven Gordon, Alan Lockwood, and Fred Kulikowski for their dedicated efforts to secure financing to purchase the school.
 - Steven Gordon and Alan Lockwood reported that they solicited offers from M & T Bank and Canandaigua National Bank (CNB). After meeting with representatives from both banking institutions, the Facilities Committee members recommend accepting the CNB proposal (previously sent to the Board).
 - **Motion 19 to approve the proposal from Canandaigua National Bank for financing the purchase of 299 Kirk Road and the first phase of renovations was made by Alan Lockwood and seconded by Dale Klein.**
 - **Discussion:** The Board discussed the CNB proposal and made a few minor proposal recommendations for Steven Gordon to present to CNB. The Board also discussed the next steps in the mortgage process and a projected closing date. A Roll Call vote was held.
 - **Patrick Burke** **Not Present**
 - **Dale Klein** **Yes**
 - **Marilynn Patterson-Grant** **Not Present**
 - **Steven Gordon** **Yes**
 - **Alan Lockwood** **Yes**
 - **Audrey Lewis-Cummings** **Not Present**
 - **Nan Westervelt** **Yes**
- **Governance Committee Report [Dale Klein]**
 - Two potential Board members will be asked to join the Board.
 - The Governance Committee will meet in late April or early May to finalize individual and collective Board Assessment forms prior to distribution to Board members for completion. The committee will also discuss Board leadership positions for 2015-16.
- **Development Committee Report [Nan Westervelt]**
 - The Board reviewed the Draft Resource Development Plan submitted to members prior to the meeting. Highlights of the plan were discussed and several additional funding sources were suggested (e.g., United Way Donor Choice and crowd funding sites such as Kickstarter and Indiegogo). It was also suggested that RA identify the specific needs relative to unique nature of the school (e.g., musical instruments, future construction needed for a dance studio, stage, etc.).
 - Several Board members have made contributions that will allow the purchase of staff “Wish List” items. With the funds received so far, Dr. Cozine will purchase a large laminator and an Elmo. Another donation is forthcoming from Boylan Code employees as a result of their contributions to “Jeans Day.”
- **Ad Hoc Strategic Planning Committee (Marilynn/Audrey/Nan/Donna Marie)**
 - The Strategic Plan draft process and timeline was reviewed with the Board.

- The Board will be surveyed to designate a date and time for the Strategic Planning retreat.
- **Old Business**
 - A4L Grant Update: A report generated by Caitlin Agnello, Literacy Specialist and A4L Implementation team member, was circulated to the Board. The staff is looking forward to participating in the A4L program.
 - Black History Month Presentations: The storytellers from the Black Storytelling League were well received by the students and staff as was the performance by Bush Mango Drum and Dance. Another performer, “Miss Sweet Potato Pie” is scheduled for March 25.
- **New Business**
 - The Board was reminded that all committee and subcommittees must provide agendas and minutes as required by the By-Laws.
 - The Board discussed changing 2015-16 Board Meetings from the first Tuesday to the second Tuesday. Formal approval from the Board will be requested at the April meeting.
 - Volunteers are needed for Literacy Learning Partners--a program designed to help remediate specific reading challenges for approximately 30 first grade students. Literacy skill deficits have been identified for each child and targeted literacy activities have been developed to address each child’s particular challenges. Board members are encouraged to volunteer or recommend a volunteer. Attached is an overview of the Literacy Learning Partners program including contact information for Caitlin Angello, Literacy Specialist.
- **Staff Report - Highlights [Sent prior to the meeting]**
 - The four staff committees created to address aspects of the school that needed improvement are: School Culture; Discipline; Operations/Logistics; and Communication. Each committee made recommendations and nearly all have been implemented.
 - Dr. Cozine and Mr. Eichmann will be meeting with the HR Committee prior to the July Board meeting to share a plan to grow leadership within the organization.
 - A typo was corrected in the Enrollment, Recruitment, and Retention Performance Benchmark section. The total number of applications received so far is 150 (not 250) for 70 spots. The lottery will be held on April 6, 2015.
- **Public Comments:** Mr. Isaac Nieves decided to attend the Board Meeting after seeing a recruitment billboard. He was interested in the school because of his interest in the arts, having played saxophone. He believes that the arts help children cope with things in their lives and commended the school for its rich arts program. He is moving to NYC in May but is willing to volunteer before leaving. He graduated from Wilson and recently worked at Eugenio Maria De Hostos Charter School. Based on his experience at Eugenio, he suggested that RA might work with Hochstein to provide music lessons and approach Greece Arcadia for student volunteers. Students from Arcadia came to Eugenio and gave students quilts and gloves.
- **Motion 19.1 to adjourn was made by Dale Klein and seconded by Steven Gordon at 6:40 PM. The motion unanimously passed.**