

APPROVED MINUTES

RENAISSANCE ACADEMY CHARTER SCHOOL OF THE ARTS

Board of Trustees Annual Meeting

Tuesday, September 2, 2014 5:00 – 6:30 PM

Location: Renaissance Academy Charter School of the Arts, 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

- **Attending:** Dr. Donna Marie Cozine, Pat Burke, Steven Gordon, Dale Klein, Nan Westervelt, Fred Kulikowski, Alan Lockwood
- **Absent:** Marilyn Patterson-Grant; Audrey Cummings
- **Start time** 5:20 PM

2. Approval of Consent Agenda

- **Motion 13.8** to approve Consent Agenda by Dale Klein and seconded by Pat Burke to approve the Consent Agenda for items listed below. 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]
 1. **(Motion 13.9)** Approve Minutes from August 5, 2014
 2. **(Motion 14)** Approve Minutes from August 19, 2014
 3. **(Motion 14.1)** Approve Overall Agenda
 4. **(Motion 14.2)** Approve Initial Statement (See attached)
- **(Motion 14.3)** Approve allowing AFLAC to access Renaissance Academy Charter School of the Arts employees for personal insurance (AFLAC info passed around for trustees to review.)
- The Consent agenda was unanimously approved. (Ayes 7 Nays 0)

3. Finance & Audit Committee Report [Fred Kulikowski]

4. The school budget is on track. There is some shifting of line items but no new budget variances are expected. is running a variance for the year in various line items.

5. Approval of 403(b) Provider

- **Motion 14.4** to approve L & M Financial Securities America as a 403(b) service provider for the RA staff by Fred Kulikowski; 2nd by Dale Klein. (The Trustees reviewed the Service Agreement prior to the meeting.)
- **Discussion:** L & M Financial Securities representative will present an agreed upon plan to employees and follow up with individual meetings to discuss options.

Roll Call Vote:

| | |
|----------|--------|
| Cummings | Absent |
| Burke | Yes |

| | |
|------------|--------|
| Lockwood | Yes |
| Klein | Yes |
| Gordon | Yes |
| Grant | Absent |
| Kulikowski | Yes |
| Westervelt | Yes |

6. **Motion 14.5** to approve the hiring of Ricky Seeman as custodian under the Renaissance Academy Charter School of the Arts Emergency Conditional policy was made by: Fred Kulikowski; 2nd by Dale Klein.

- **Discussion: Ricky Seeman will be hired on a per diem basis to cover day time custodial needs. He has signed an Attestation Agreement and fingerprinting information will be provided shortly. Permanent candidates will be interviewed in the near future.**
- **A roll call vote was taken and the motion passed.**

Roll Call Vote:

| | |
|------------|--------|
| Grant | Absent |
| Gordon | Yes |
| Lockwood | Yes |
| Klein | Yes |
| Burke | Yes |
| Cummings | Absent |
| Kulikowski | Yes |
| Westervelt | Yes |

7. **Ad Hoc Complaint/Grievance Committee Report (Donna Marie Cozine)**

- The student in question will be in second grade and the school is addressing his Individual Education Plan.

8. **Governance Committee Report (Dale Klein)**

- A meeting is scheduled for noon on September 24 to review current membership levels and draft process to secure new members as well as a draft individual and collective board self-evaluations.

9. **Staff Report (See Attachment)**

- Highlights of the written report include:

- The August 27 Open House was very successful with over 500 children, parents, and family members attending. Neighborhood members were invited to the event.

10. COO interviews are moving forward. There were 100 applicants for the position, nine were interviewed, and three finalists will be selected for an interactive interview.

11. **New Business**

- The Board recognized Dr. Cozine for her outstanding work to ready the school in the short timeframe allowed.
- Dr. Cozine informed the Board of a RA family whose house burned and the staff will be determining what the school can provide for them.
- The Board discussed meeting during the school day, but decided it wouldn't be in the best interest of the students given the open setting.

- The Board agreed that a planned tour of the school on an average day might be appropriate. Board members are welcome to visit and/or volunteer and should call Dr. Cozine ahead of time so that she can alert the staff.
- A Board Secretary is needed.
- Updated By-Laws were distributed.

12. Public Comments

- **There were no public comments.**

13. Board Meeting Evaluation

- The Board discussed whether or not to verbally evaluate each meeting. The group determined it was unnecessary.

14. **Motion 14.6** was made by Alan Lockwood and seconded by Pat Burke to adjourn the meeting at 6:30 PM. The motion was unanimously passed.