



**RENAISSANCE ACADEMY CHARTER SCHOOL OF THE ARTS**  
**Board of Trustees Meeting – Annual Organizational Meeting**  
**Wednesday, September 23, 2020 at 12:30 PM**  
**Location: Zoom Conference Call**  
**Meeting Minutes**

**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:** Alan Caine, Cheryl Hayward, Natalie Washington, Linda Dickey, Bert Brinkerhoff, Steven Gordon, Amy Reingold
- **Members Absent:** Aaron Rosen, Tom Merkel
- **Others Present:** Dr. Cozine, Craig Eichmann, Dr. Loury, Nan Westervelt, Harry Marino

**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 79.4 to approve Consent Agenda for Items listed below:**
- **(Motion to approve: September 23, 2020 Agenda)**
- **(Motion to approve 79.5: Minutes from August 12, 2020 Board Meeting.)**
- **Motion to approve:** Alan Caine      **Seconded:** Bert Brinkerhoff
- **Ayes: 7      Nays: 0**
  
- **Motion to approve:** Amy Reingold      **Seconded:** Alan Caine
- **Ayes: 7      Nays: 0**

**Chief Educational Officer Report [Dr. Donna Marie Cozine]**

Dr. Cozine updated the Board on the upcoming Charter renewal site visit in the Fall. Dr. Cozine advised on the due date of October 14th to have the necessary documentation completed and reassured the committee that we are currently diligently working on it. Dr. Cozine informed the Board of the launching of the Family Liaison initiative, presently working with our RA families. These individuals consist of every teaching/non-teaching personnel outside of our custodians reaching out to about 5 families each, every week in an attempt to keep our families connected and engaged with one staff member

versus multiple. Dr. Cozine also advised that there have been two resignations primarily due to not wanting to be in the building and three staff members will be working remotely from home when the Hybrid model begins on Oct 1st. Currently RA has a TIG Team (Trauma, Illness, and Grief) of 5 staff members and will be training 2 more. This team reached out this past Sunday to all of the families living in the area of the mass shooting that occurred on Pennsylvania Ave.

#### **Academic Committee Report [Tom Merkel]**

Dr. Cozine advised that the academic committee created an overtime dashboard and that RA is focused on getting the benchmark complete.

#### **Development Committee Report [Ms. Amy Reingold]**

Nan Westervelt advised that we are focusing on the Covid-19 Student Relief Fund. Sponsors of the RFTS will still receive campaign letters, and if any member of the Board has any potential contributors to please submit their contact information. Amy Reingold suggested Board members craft their own “ask” letters as well as mail them. The members are to pen a personal note on each solicitation letter.

#### **Finance Committee Report (Mr. Bert Brinkerhoff)**

Bert Brinkerhoff reported that the Finance Committee meeting was held a couple of days ago and we’re on track. We’ve received the RCSD payment as well as some grants. Bert discussed the food service revenue being down but on the expense side our payroll is under budget. There’s a 270,000 revenue opportunity, CARES Act. Bert advised that RA is ahead of budget by 228,000. Craig Eichmann explained that the amount of Title 1 funds are determined by the number of students you have. We are in the process of wrapping up with FEMA. Bert advised that the PPE Loan forgiveness is in the works, we should get a notice of forgiveness within the next few months.

#### **Human Resources Committee Report [Ms. Natalie Washington]**

Natalie Washington advised every one of the Board meeting protocol, meetings are typically held the third Wednesday of each month. When meetings are canceled/changed, you have to manually delete them from your calendars. Natalie also advised any Board Reports will be due to the Secretary by the Thursday prior to the Board meeting, and there will be a reminder sent out the Monday leading up to the Thursday due date. Dr. Cozine and Denis Johnson K-6 Teacher developed a Anti-racism policy that will be rolled out and voted on. Natalie informed the Board of the upcoming mock interview with Jill Shahan and Dr. Cozine advises to bone up on benchmarks 6 & 10. On October 7 there will be a succession planning meeting and we will also develop an emergency recession plan.

#### **Governance Committee Report [Dr. Aaron Rosen]**

Dawn Lipson visited RA. There are potentially two new Board members coming for a visit, both lawyers.

**Old Business**

**New Business**

**Public Comments**

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**Adjournment**

**Motion to approve 79.6 adjournment:**

- **Motion to approve:** Amy Reingold
- **Ayes:** 7 **Nays:** 0

**Seconded:** Linda Dickey