



RENAISSANCE ACADEMY CHARTER SCHOOL OF THE ARTS
Board of Trustees Meeting – Annual Organizational Meeting
Wednesday, December 16, 2020 at 12:30 PM
Location: Zoom Conference Call
Meeting Minutes

Mission: *The mission of the Renaissance Academy Charter School of the Arts is to provide children an enriched and rigorous education through the humanities and arts integration leading to success in college, careers and life.*

Welcome/Call to Order and Introductions

- **Members Present:** Natalie Washington, Tom Merkel, Linda Dickey, Bert Brinkerhoff, Steven Gordon, Amy Reingold, Cheryl Hayward
- **Members Absent:**
- **Others Present:** Dr. Cozine, Craig Eichmann, Kito Johnson, Dr. Loury, Keith Parish, Liz Sullivan, Kristin Fitzgerald, Nan Westervelt, Denis Johnson, KaTrina Kimble-Quinn, Katie Moriarity

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 81.9 to approve: December 16, 2020 Agenda

Motion to approve: Tom Merkel **Seconded:** Linda Dickey

Discussion: N/A

Ayes: 7 **Nays:** 0

Motion 82.0 to approve: November 18, 2020 Board Meeting Minutes

Motion to approve: Tom Merkel **Seconded:** Linda Dickey

Discussion: N/A

Ayes: 7 **Nays:** 0

Motion [82.1] to approve: The Renaissance Academy Charter School of the Arts Board of Trustees, having conducted a thorough criminal history record check via fingerprinting which is deemed acceptable by NYSED, and having discovered no state or federal criminal history, or having provided information regarding such history to NYSED, if found, and having verified that any academic and/or professional credential or qualification presented by the proposed member is genuine, and having reviewed the application in its entirety, has voted to select **Kristian Walker** as a member to its Board of Trustees, with a term expiring on December 16, 2023, pending approval by NYSED. The resolution approving **Kristian Walker** is adopted upon NYSED's approval.

Motion: Tom **Seconded:** Linda

Discussion: N/A

Ayes: 7 **Nays:** 0

Motion [82.2 – 82.7] to approve the following job descriptions:

Principal [82.2] - (revised):

Motion: Tom Merkel **Seconded:** Bert Brinkerhoff

Discussion: N/A

Ayes: 7 **Nays:** 0

Assistant Principal [82.3] - (revised):

Motion: Tom Merkel **Seconded:** Bert Brinkerhoff

Discussion: N/A

Ayes: 7 **Nays:** 0

Operations Manager [82.4] – (new)

Motion: Tom Merkel **Seconded:** Bert Brinkerhoff

Discussion: N/A

Ayes: 7 **Nays:** 0

Data Coordinator [82.5] - (previously Admin. Asst. for Data) – (retitled):

Motion: Tom Merkel **Seconded:** Bert Brinkerhoff

Discussion: N/A

Ayes: 7 **Nays:** 0

Director of Arts and Technology [82.6] - (previously Director of Arts) – (retitled and revised):

Motion: Tom Merkel **Seconded:** Bert Brinkerhoff

Discussion: N/A

Ayes: 7 **Nays:** 0

Family Services Coordinator [82.7] – (revised):

Motion: Tom Merkel **Seconded:** Bert Brinkerhoff

Discussion: N/A

Ayes: 7 **Nays:** 0

Motion [82.8] to approve the Organizational Chart Change

Motion: Amy Reingold **Seconded:** Tom Merkel

Discussion: N/A

Ayes: 7 **Nays:** 0

Motion [82.9] to approve the contract with HR Works to audit the status of HR policies & procedures

Motion: Tom Merkel **Seconded:** Bert Brinkerhoff

Discussion: N/A

Ayes: 7 **Nays:** 0

Roll Call Vote

Steven Gordon	Aye_X_	Nay__
Bert Brinkerhoff	Aye_X_	Nay__
Natalie Washington	Aye_X_	Nay__
Tom Merkel	Aye_X_	Nay__
Amy Reingold	Aye_X_	Nay__
Linda Dickey	Aye X	Nay__
Cheryl Hayward	Aye X	Nay__

Motion [83.0] to approve the contract with HR Works to provide HR Generalist services from January 1, 2021 – June 30, 2021

Motion: Tom Merkel **Seconded:** Bert Brinkerhoff

Discussion: N/A

Ayes: 7 **Nays:** 0

Roll Call Vote

Bert Brinkerhoff	Aye X	Nay__
Tom Merkel	Aye X	Nay__
Amy Reingold	Aye X	Nay__
Linda Dickey	Aye X	Nay__
Natalie Washington	Aye X	Nay__
Cheryl Hayward	Aye X	Nay__
Steven Gordon	Aye X	Nay__

Motion [83.1] to approve the contract with Edgility/CEO Search Firm

Discussion: N/A

Motion: Tom Merkel **Seconded:** Bert Brinkerhoff

Ayes: 7 **Nays:** 0

Roll Call Vote

Tom Merkel	Aye X	Nay__
Amy Reingold	Aye X	Nay__

Bert Brinkerhoff	Aye X	Nay__
Natalie Washington	Aye X	Nay__
Cheryl Hayward	Aye X	Nay__
Steven Gordon	Aye X	Nay__
Linda Dickey	Aye X	Nay__

Motion [83.2] to approve scope of services with Robin Blew to provide Financial Services to RA from January 1, 2021 – June 30, 2021

Motion: Tom Merkel **Seconded:** Bert Brinkerhoff
Ayes: 7 **Nays:** 0

Discussion: N/A

Roll Call Vote:

Bert Brinkerhoff	Aye X	Nay__
Natalie Washington	Aye X	Nay__
Steven Gordon	Aye X	Nay__
Cheryl Hayward	Aye X	Nay__
Tom Merkel	Aye X	Nay__
Linda Dickey	Aye X	Nay__

Motion [83.3] to reopen RA to in person instruction on January 19, 2021.

Motion: Natalie Washington **Seconded:** Amy Reingold

Discussion: N/A

Ayes: 7 **Nays:** 0

Chief Educational Officer Report [Dr. Donna Marie Cozine]

Dr. Cozine discussed the update on Covid-19. Dr. Cozine advised that 16% of our students are ready to come back to school however, the guidance around school opening has changed once again. RA will have to conduct Covid testing if we're in the yellow zone. Dr. Cozine advised that we had created a limited service lab here in the school due to Dr. Doviki's willingness to share her license in order for us to do so. Dr. Cozine mentioned that there were two staff members furloughed that will be coming back upon reopening. RA has contracted with Schola Services and Kimberly Felton our Family Services Coordinator meets with them weekly.

Academic Committee Report [Tom Merkel]

Dr. Cozine advised the Board that the Academic Committee will meet next month. Tom Merkel stated there would be no report this month due to his schedule.

Development Committee Report [Ms. Amy Reingold]

Nan Westervelt advised that the RFTS virtual event will be held in April and the date is TBD, also trying to see if we can get Norma Holland to MC and we're soliciting Staff help as well. Nan advised that we will be honoring Marilyn Patterson Grant and the Nichols Team. The annual campaign is receiving donations.

Finance Committee Report (Mr. Bert Brinkerhoff)

Bert Brinkerhoff discussed the financials and how we are in compliance. Bert also advised the need to motion to approve the term of the four mortgages RA has with Canandaigua National Bank.

Human Resources Committee Report [Ms. Natalie Washington]

Natalie Washington advised the committee of the Grant that was given to honor the memory of Alan Caine from Dawn Lipson in the amount of \$3500. Natalie also advised that a check will need to be cut for the CEO search contract. Friday we will have the contract back from the attorney and there will be a meeting on Monday with the expectation to have the check at that time, and inquired about the process.

Governance Committee Report [Currently vacant]

Cheryl Hayward discussed that she is currently waiting on more information in regards to the role of the Governance Committee chair before committing to take on that role. Steve Gordon advised the committee that Aaron Rosen had given a year in advance notice that he would be leaving the Board.

Old Business

None

New Business

Motion 83.4 to approve the Renegotiation of the Canandaigua mortgages

Discussion: The Bert Brinkerhoff advised the Board the renegotiation of the mortgages would result in lower interest rates.

Motion: Tom Merkel **Seconded:** Amy Reingold

Roll call:

Ayes: 7 **Nays:** 0

Tom Merkel	Aye X	Nay__
Bert Brinkerhoff	Aye X	Nay__
Cheryl Hayward	Aye X	Nay__
Amy Reingold	Aye X	Nay__

Natalie Washington	Aye X	Nay__
Linda Dickey	Aye X	Nay__
Steve Gordon	Aye X	Nay__

Public Comments

Liz Sullivan thanked the Board for addressing the concerns of the Staff.

Dr. Cozine thanked Craig Eichmann for being a loyal, committed, and dedicated member of the Renaissance Academy family since 2014.

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Adjournment

Motion [83.5] to approve adjournment:

- **Motion:** Natalie Washington **Seconded:** Amy Reingold
- **Ayes:** 7 **Nays:** 0