



RENAISSANCE ACADEMY CHARTER SCHOOL OF THE ARTS
Board of Trustees Meeting – Monthly Board Meeting
Wednesday, May 19, 2021 at 12:30 PM
Location: Zoom Conference Call

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.*

MINUTES

Welcome/Call to Order and Introductions

- **Members Present:** Bert Brinkerhoff; Amy Reingold; Natalie Washington; Steven Gordon; Linda Dickey; Kristian Walker
- **Members Absent:** Tom Merkel; Cheryl Hayward
- **Others Present:** Donna Marie Cozine; Nan Westervelt; Kito Johnson

Approval of Consent Agenda Items – (86.5 & 86.6)

[Note: *Single items can be removed from the list and considered separately at the request of a Board of Trustees member***]**

Motion to approve consent items 86.6 (May 19, 2021 Agenda) & 86.7 (April 21, 2021 meeting minutes)

Motion: Natalie Washington Seconded: Bert Brinkerhoff

Discussion

Ayes: 6 Nays: 0

Chief Educational Officer Report [Dr. Donna Marie Cozine]

Dr. Cozine highlighted and elaborated on several items listed in her written report to the Board. The school is planning for a 5 day a week program in the fall with students separated by 3 feet. As a result of the Federal CARES Act, RA is applying for a 3.1 million dollar grant to address issues COVID created for schools, students and their families. The Board must vote on the GEER and ESSER grant budget and Natalie requested that the grant request be put in a folder and sent to the Board for review prior to the vote. The school is offering a virtual summer school program with an approximate enrollment of 100-150 students. Dr. Cozine provided an update on enrollment, recruitment and retention, including a potential 2% increase in ELL students for next year which resulted from an increased budget for recruitment and more targeted

recruitment efforts. A discussion ensued relative to the challenge of attracting ELL students.

Academic Committee Report [Mr. Tom Merkel]

In Mr. Merkel's absence, Dr. Cozine reported on the academic committee meeting. The committee has been reviewing student data and although there is a slight change when compared to pre-COVID, it is less than expected. The Board will receive the interim assessment report that compares data from this year to last January.

Development Committee Report [Ms. Amy Reingold]

Ms. Reingold reported that the Reach for the Stars virtual benefit doubled its gross goal of \$10,000 with income of approximately \$20,000. Expenses are being finalized and not expected to exceed \$4000. The event made new friends of RA and reinforced relationships with consistent supporters. The event was a success because of the tremendous committee, staff, especially the Entertainment Team, RA families and Board support. Dr. Cozine wanted to specially recognize Ms. Reingold for her culinary efforts that all the sponsors enjoyed. Ms. Reingold also reported on the fiscal year to date donor contributions of \$11,438.95.

Finance Committee Report [Mr. Bert Brinkerhoff]

Mr. Brinkerhoff reviewed the previously submitted Monthly and Year To Date Financial Report and reported on revenue and expense variances. A discussion ensued about the 2020-21 food service program for 2021-22 when all the students will be returning and the Board role in approving contracted services.

Human Resources Committee Report [Ms. Natalie Washington]

Ms. Washington confirmed the interview protocols for the Board to review prior to interviewing the two CEO finalists. A Staff Appreciation Proposal from Ms. Reingold was submitted to the HR Committee. Dr. Cozine suggested discussing the proposal with Mrs. Felton, the Family Services Coordinator. In the past, RA parents/family members facilitated Teacher Appreciation week. The proposal will be distributed to the Board and discussed at the June meeting.

Governance Committee Report [Ms. Linda Dickey]

Ms. Dickey reported on several items including the action needed to finalize and implement the Board Education/Training Plan and scheduling the August Annual Board Meeting and combining it with the Board retreat (if different than the scheduled Board meeting, the date must be posted). The Board will be sent a Doodle poll to determine a date. Ms. Dickey also presented several possible committee and/or new board member candidates and a draft of 2021-2022 Board Goals: 1) help transition the new CEO to ensure success so that the goals of the school are met; 2) Keep a watchful eye on academic achievement given the ramifications of virtual learning during the pandemic. Proactively track and adjust as needed to the academic fall out from virtual learning; 3) Implement the Board of Trustees Education/Training Plan; and, 4) Create a draft of the strategic plan. The Board determined that the Governance versus Management topic included in the Board Training and Education Plan be facilitated twice--at the June

Board meeting and again with the new CEO at the August retreat. It was suggested that Jill Shahan facilitate both sessions.

Other Board governance issues were discussed. Dr. Cozine suggested the Board prepare a manual that includes a chart of all written and revised policies and have it reviewed by RA's attorney each year. She noted that some policies are subsumed in Handbooks, such as personnel, but having all policies in one document is important. The goal is to ensure all policies are approved, some every year. The approved policies would be kept as PDF's and recent ones as a Word document which can be revised as needed. She noted that if any policies are changed, they must be reviewed by SED and redlined. Ms. Dickey will set up a time for the Governance Committee to meet on that issue.

Old Business

New Business

The Succession Team met and will be building a contract with Dr. Cozine to finalize her involvement in the CEO transition.

Motion to approve 86.8 Approval of School Closure for the Observance of Juneteenth on Friday, June 18th

Motion: Amy Reingold **Seconded:** Linda Dickey

Discussion None

Ayes: 6 **Nays:** 0

Public Comments

Adjournment

Motion [86.9] to approve adjournment:

Motion: Natalie Washington **Seconded:** Bert Brinkerhoff

Discussion: None

Ayes: 6 **Nays:** 0