

RENAISSANCE ACADEMY CHARTER SCHOOL OF THE ARTS
Board of Trustees
Wednesday, September 11, 2019 at 12:30 PM
Location: 299 Kirk Road Rochester, New York
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:** Steven Gordon, Aaron Rosen, Makini Beck
- **Members Absent:** Bert Brinkerhoff, Janine Barry
- **Others Present:** Donna Marie Cozine, Ed.D., Craig Eichmann, COO, Alan Caine, Louis Spiro, Thomas Merkel, Natalie Washington, Amy Reingold, Harry Marino, Nan Westervelt, Jeanne Beutner, CPA (Heveron and Company)
- Mr. Steven Gordon welcomed the attendees and the meeting commenced at 12:30 p.m.

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 71.9 to approve Consent Agenda for Items listed below:**
- **(Motion to approve: September 11, 2019 Agenda.)**
- **(Motion to approve: Minutes from August 13, 2019 Board Meeting.)**
- **Motion to approve:** Aaron Rosen **Seconded:** Dr. Makini Beck
- **Ayes: 3 Nays: 0**

Chief Educational Officer Report [Dr. Donna Marie Cozine]

Dr. Cozine distributed the Annual Report to the Board of Trustees. The Board will review this comprehensive report for further discussion at the October meeting. Dr. Cozine invited board members to email her with questions over the next few weeks so that a presentation can be prepared for the October meeting based on feedback. We are using Achievement First for all of our math curriculum and an open source curriculum for grades 3-6 ELA, which aligns closely with NYS standards. We are keeping with our thematic units for grades K-2. Dr. Cozine will provide professional development for the board in the form of training in each of our key design elements. We have lost several talented teaching staff to districts offering state-sponsored retirement. Dr. Cozine continues to work with Paul Powell, Uncommon Schools to support professional development for our administrative team.

Education Committee Report

No Report.

Development Committee Report

Nan Westervelt shared that we will once again ask for the Board members to personalize letters for our Fall Campaign, which raised \$10,000. This year we are utilizing a fund raising consultant to assist with this effort as well as the Reach for the Stars event. Our goal is to send the Fall Campaign letter on or before November 1st. A list of donors was distributed to the board members and they are asked if they know the donor please initial next to the name on the list and share it back with Nan. This will be how she can track who will get the letter to that donor so that a personal note can be written from the board member to the donor. If anyone has additional names to add please email Nan with the

information. Board members will be provided the finalized letters at the October meeting and will also receive extra generic letters that may be used for new prospects.

Reach for the Stars raised nearly \$30,000 (our annual fundraiser) and will be held in the Spring once again.

Amy Reingold and Nataile Washington both offered to join this committee.

Herb Smith, (RPO trumpet) is offering to help us with a future fundraising event that would include an original musical piece. The committee will continue to explore this unique opportunity to work with a world-class RPO musician.

Finance Committee Report

- Copies of the audit summary were distributed to attendees.
- Jeanne Beutner, CPA presented the results from our annual audit provided by Heveron & Company. Heveron & Company are issuing a clean report. Recommendations from last year have been implemented and the school ended the year with a surplus in assets.
- During the fiscal year ended June 30, 2019, cash decreased approximately \$867,000. This is primarily due to the continued construction on the new building. The project was completed during the year, and as a result, construction in progress was reduced to zero and fixed assets increased by approximately \$3.8 million, which includes \$2.5 million that was in progress last year. This also led to an increase in depreciation expense of \$90,000.
- During the 2019-2020, we added a grade level that resulted in an increase in tuition revenue.
- Due to the added grade level in 2018-2019 personnel services increased.
- Total assets are \$7,230,189
- We have a surplus of \$818,280 (an increase over last year of \$27,481)

Mr. Gordon thanked the auditor for the presentation.

Harry Marino, finance consultant distributed the executive summary report and provided an overview. On a monthly basis this will be provided to board members. Board members are invited to give feedback to improve the functionality of document. There is both a narrative section with current month and year to date information. Any variances are noted in the next section of the two-part report. The fiscal year is July – June 30th. Mr. Marino clarified the deferred process payments and how this presents on the reports.

Human Resources Committee Report

No Report.

Governance Committee Report (Aaron Rosen)

Dr. Rosen welcomed and thanked everyone attending today. We will be adding board members to the roster and will have a total of eleven. There will be board training provided.

All new board members are invited to tour the school and participate in classroom visits. Dr. Cozine suggested that we add everyone interested to the Google calendar and suggested that board members download the renacad school app to their phones. The app provides real-time alerts. Information is always available on our website as well.

Dr. Rosen invited everyone to an upcoming tour of the school on 9/13/2019.

Dr. Cozine publicly acknowledged Dr. Rosen for his amazing dedication for the push for governance. Further, Dr. Cozine is so grateful for the new slate of candidates Dr. Rosen has recruited to serve.

Motion 72.0 to approve Mr. Thomas Merkel as a Board Member

Motion 72.0: *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 Thomas Merkel as a member to its Board of Trustees, with a term expiring September 20, 2023, pending approval by NYSED. The resolution approving THOMAS MERKEL is adopted upon NYSED's approval.*

- Motion to approve: Makini Beck Seconded: Aaron Rosen
- Ayes: 3 Nays: 0

Motion 72.1 to approve Mr. Louis Spiro as a Board Member

Motion 72.1: *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 Louis Spiro as a member to its Board of Trustees, with a term expiring September 20, 2023, approval by NYSED. The resolution approving LOUIS SPIRO is adopted upon NYSED's approval.*

- Motion to approve: Aaron Rosen Seconded: Makini Beck
- Ayes: 3 Nays: 0

Motion 72.2 to approve Ms. Amy Reingold as a Board Member

Motion 72.1: *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 Amy Reingold as a member to its Board of Trustees, with a term expiring September 20, 2023, pending approval by NYSED. The resolution approving AMY REINGOLD is adopted upon NYSED's approval.*

- Motion to approve: Makini Beck Seconded: Aaron Rosen
- Ayes: 3 Nays: 0

Motion 72.3 to approve Ms. Natalie Washington as a Board Member

Motion 72.3: *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 Natalie Washington as a member to its Board of Trustees, with a term expiring September 20, 2023, pending approval by NYSED. The resolution approving NATALIE WASHINGTON is adopted upon NYSED's approval*

- Motion to approve: Makini Beck Seconded: Aaron Rosen
- Ayes: 3 Nays: 0

Old Business

New Business

Public Comments

Nan Westervelt commended our school for the outstanding attendance rate. We are at only 7% students absent compared to the city school district with a 40% absent rate.

Adjournment

There being no further business Mr. Gordon called for a motion to adjourn the September meeting of the RA Board of Trustees.

Motion 72.4 to approve adjournment:

- **Motion to approve:** Aaron Rosen **Seconded:** Makini Beck
- **Ayes:** 3 **Nays:** 0