

RENAISSANCE ACADEMY CHARTER SCHOOL OF THE ARTS

Board of Trustees

Wednesday, March 18, 2020 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:** Cheryl Hayward, Lou Spiro, Alan Caine, Tom Merkel, Amy Reingold, Aaron Rosen, Natalie Washington, Steven Gordon
- **Members Absent:** Bert Brinkerhoff, Linda Dickey
- **Others Present:** Donna Marie Cozine, Nan Westervelt, Harry Marino

Due to the NYS mandated school closing, this meeting is being held via Zoom as a virtual Board of Trustees meeting. The meeting called to order at 12:40pm by Board Chair, Steven Gordon.

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 74.8 to approve Consent Agenda for Items listed below:**
- **(Motion to approve: March 18, 2020 Agenda.)**
- **(Motion to approve: Minutes from February 26, 2020 Board Meeting.)**
- **Motion to approve: Lou Merkel Seconded: Alan Caine**
- **Ayes: 8 Nays: 0**

Chief Educational Officer Report [Dr. Donna Marie Cozine]

Dr. Cozine reported the state has mandated that all schools will remain closed until 4/1/2020.

We have created a hybrid model for instruction. The School-Wide Distance Learning Model was shared. During the day K-2 students have 3.5 hours of teacher-lead instruction plus blocks added with read alouds. Grades 5-6 have more instruction time plus a study hall.

We are adding Zoom support times. Zoom is being utilized to deliver all areas of instruction and support.

One grade level teacher is leading the lesson while the other teachers are joining in so the children can interact with their teachers.

Dr. Cozine shared her screen and walked through the Google Classroom. We were prepared on Monday so there has been no delay in providing instruction to students. RA were able to begin on Monday, 3/16/2020 and had sent home instruction packets in student backpacks on Friday, 3/13 proactively.

Dr. Cozine encouraged the members to follow us on Facebook. We are using both school apps and Facebook as a communication portal for parents.

We are assigning Chromebooks to any students who do not have a device at home.

We are working with our catering company to provide food to our families. We provided families with breakfast and lunch for up to three days at a time so they do not have to return each day. We have delivered school work, meals and Chromebooks. We are also directing families to the closest food pantry.

Academic Committee Report [Tom Merkel]

Tom Merkel shared the committee is continuing its effort to present real-time data on performance at RA and performance and progress data of area relevant schools in our community.

Tom thank Donna Marie Cozine for all her effort and for the data she prepared for review.

Improvement areas will be also a main topic at the next meeting as well as other impacts on student learning (such as trauma).

Lou Spiro provided a framework for performance to the committee. This will be shared with the rest of the Board.

Development Committee Report [Ms. Amy Reingold]

Amy Reingold has reported that the Reach for the Stars Gala date does have to change. It will be postponed to October 16, 2020. Nan Westervelt will be confirming this date and will work with our event planner to send out a communication. Nancy G. and Nan will coordinate a "Save the New Date" card to everyone.

- **Motion 74.9 Motion to approve use of \$3,000 of General Funds to support Encore Afterschool Program.**
- **Motion to approve: Amy Reingold Seconded: Lou Spiro**
- **Ayes: 8 Nays: 0**

Roll Call:

Steven Gordon – Yes (via audio only link)

Cheryl Hayward – Yes

Lou Spiro – Yes

Alan Caine – Yes

Tom Merkel – Yes

Amy Reingold – Yes

Aaron Rosen – Yes

Natalie Washington - Yes

Finance Committee Report (Mr. Bert Brinkerhoff)

Harry Marino reported that we are anticipating that we will not have an adverse impact due to moving to an online distance learning platform.

The financial summaries were shown and our February summaries are all as expected and healthy.

Our Year to Date deferred revenue is on target.

Human Resources Committee Report [Ms. Natalie Washington]

The committee meeting is focussing primarily Dr. Cozine's review. The next meeting will be March 26th. Natalie Washington suggested that we have a confidentiality agreement for non-board members serving on committees.

The committee is considering in the future if the school would benefit more from bringing on board an HR consultant or possibly a part-time HR employee now that we have almost 100 employees.

The committee will be reviewing the organizational chart and all of the job descriptions. Craig Eichmann will be joining the upcoming meeting. The next committee meeting will be a Zoom meeting on March 26th.

Governance Committee Report [Dr. Aaron Rosen]

Aaron Rosen reported that Cheryl will be joining the committee. He, Cheryl and Lou will be meeting in the near future.

Old Business**New Business**

Lou Spiro provided a glossary of terms and acronym as they relate to our school and education.

Public Comments

Adjournment

Motion 75.0 to go into Executive Session at 1:36 p.m. to discuss a personnel issue.

- **Motion to approve:** Natalie Washington **Seconded:** Tom Merkel
- **Ayes:** 8 **Nays:** 0

Motion 75.0 to approve the plan created by Dr. Cozine to address a parent concern that was brought to the board

- **Motion to approve:** Natalie Washington **Seconded:** Lou Spiro
- Ayes:** 8 **Nays:** 0

Motion 75.1 to approve adjournment:

- **Motion to approve:** Alan Caine **Seconded:** Tom Merkel
- **Ayes:** 8 **Nays:** 0