

RENAISSANCE ACADEMY CHARTER SCHOOL OF THE ARTS

Board of Trustees

Wednesday, April 22, 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:** Steven Gordon, Lou Spiro, Alan Caine, Amy Reinhold, Cheryl Hayward, Linda Dickey, Natalie Washington, Tom Merkel, Aaron Rosen
- **Members Absent:** Bert Brinkerhoff
- **Others Present:** Donna Marie Cozine, Craig Eichmann, Craig Eichmann, Harry Marino

The meeting was held virtually via Google Meets due to the COVID-19 pandemic. Lou Spiro, Vice Chair welcomed the attendees and called the meeting to order at 12:31 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 75.2 to approve Consent Agenda for Items listed below:**
- **(Motion to approve: April 22, 2020 Agenda.)**
- **(Motion to approve: Minutes from March 18, 2020 Board Meeting.)**
- **Motion to approve: Alan Caine Seconded: Aaron Rosen**
- **Ayes: 9 Nays: 0**

Chief Educational Officer Report [Dr. Donna Marie Cozine]

Donna Marie Cozine provided a brief overview of her report highlighting that our school continues to provide virtual instruction with care taken to provide outreach and support to families. Donna Marie introduced Ben Koch, building principal who will be moving on professionally has been a great asset to our school. Donna Marie thanked him for his outstanding leadership in setting up the virtual academy. Ben provided an overview of the online learning program to the board members. This was followed by a short Q&A for clarifying questions.

Mr. Eichmann reported that the lottery had to be held virtually. We did this by recording it live, we posted the video in addition to the results posted via the host site that we utilize for processing applications. It went smoothly and we have everything in place to

support parents with completing the registration packets virtually. Our goal will be to get the new students fully registered by June 1st.

Dr. Cozine reviewed the lottery results in detail.

Dr. Cozine invited the Board of Trustees to attend an upcoming meeting on May 11th regarding upcoming renewal process.

In the upcoming school year calendar, we will be reducing the number of early release days and have more closely aligned the calendar with RCSD as much as possible to reduce transportation costs.

- **Motion 75.3 to approve 2020-2021 School Calendar as presented:**
- **Motion to approve: Steven Gordon Seconded: Lou Spiro**
- **Ayes: 9 Nays: 0**

Academic Committee Report [Tom Merkel]

The committee is reviewing data at this time with the assistance of Dr. Cozine and Lou Spiro.

Development Committee Report [Ms. Amy Reingold]

Amy provided her report in advance of the meeting.

A local book drive is being organized for our students and information will be shared by email.

The committee discussed the Impact of Covid 19 on fundraising resulting in postponing the Reach for the Stars Benefit and the impact on 2020-21 fundraising activities.

RFTS: Given the uncertainty of the social distancing and economic effects of Covid 19, the committee and Development Consultant agreed to wait to adapt the current fundraising plan for 2020-21. Contingency plans will be developed in the next couple of months.

Event Fundraising Purpose: The committee agreed to reduce the focus on purchasing instruments and keep event funds unrestricted but, like the 2019-20 Annual Campaign letter, include examples of how funds raised will benefit RA children.

Finance Committee Report (Mr. Bert Brinkerhoff)

Mr. Eichmann reported that with Bert's assistance we have secured 780k loan that under the guidelines of the Federal program to keep all staff on payroll and anticipate that 100% of this will be forgiven.

Harry Marino reports that RA performed above budget in March. We are on track as planned. A graph was provided for member review. All items required by the state that we should be monitoring and reporting to the board are provided in the charts/graphs.

Mr. Eichmann reported that the school nutrition program is running on a scaled back due to decreased need with school closed. The revenue will be down but will be offset with lower related meal expenses.

Human Resources Committee Report [Ms. Natalie Washington]

Ms. Washington reported that the committee met on 4/21/2020 and focused on the proposed organizational chart.

The committee also will be reviewing all job descriptions.

A confidentiality agreement has been approved for any committee members that are not on staff or board members.

Areas that may be considered if we need to reduce the budget were reviewed.

The 2020-2021 RA Organizational chart was reviewed in detail.

Motion 76.4 to approve the 2020-2021 RA Organizational Chart

- Motion to approve: Natalie Washington Seconded: Tom Merkel
- Ayes: 9 Nays: 0

Governance Committee Report [Dr. Aaron Rosen]

- Board of Trustees Self Evaluation Tool Review –thank you for completing the survey monkey tool.
- Glossary of Acronyms – Dr. Rosen thanked Lou Spiro for this document.

Motion 76.5 to re-elect retroactively Board Member Aaron Rosen to another term, determined as 4/4/2020 – 4/4/2023.

- Motion to approve: Steven Gordon Seconded: Alan Caine
- Ayes: 9 Nays: 0

Old Business

None.

New Business

None.

Public Comments

None

At 1:45 pm the board moved to Executive Session. Executive Session ended at 1:58 pm

Adjournment

There being no further business Mr. Gordon moved to adjourn the April meeting of the Board of Trustees.

Motion 76.6 to approve adjournment:

- **Motion to approve: Aaron Rosen Seconded: Lou Spiro**
- **Ayes: 9 Nays:**