

The Renaissance Charter School Board of Trustees

Public Meeting

Wednesday, October 3, 2012 - 6:45 p.m.

Location: The Renaissance Charter School Auditorium

35-59 81 Street

Jackson Heights, NY 11372

AGENDA

Chairperson's Welcome	2 minutes
Pledge of Allegiance	1 minute
Roll Call	2 minutes
Approval of June 13, 2012 minutes	10 minutes
School Management Team Report	15 minutes
Approval of Consolidated Application	5 minutes
Board Membership Discussion	15 minutes
Board Members' New Business	10 minutes

Public Speaking

Public speaking time of three minutes per person will be permitted. All speakers should sign-up with the Secretary prior to the meeting and state the topic they will be speaking on. Speakers may be grouped according to topic.

Adjournment of Public Session

Executive Session	45 minutes
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The Renaissance

35-59 81st Street, Jackson Heights, NY 11372

www.renaissancecharter.org • 718-803-0060 • 718-803-3785 (fax)

Charter School

BOARD OF TRUSTEES

Sandra Geyer

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Maura Malarcher

Secretary

Dennis Agostino

Nancy Condyles

Stacey Gauthier

Justin Ginsburgh

Margaret Martinez-DeLuca

Larisa Ortiz

Francine Smith

Helen Zumaeta

Minutes of the Board of Trustees on October 3, 2012

- 1) The meeting was called to order at 6:57 p.m.
- 2) Roll call was taken.

HONORARY MEMBERS

Hazel DuBois, Ph.D.

Honorable Rudolph Greco

Meryl Thompson

Nancy Condyles – present

Stacey Gauthier – present

Sandy Geyer – absent

Justin Ginsburgh – present

Monte Joffe – present

Margaret Martinez-DeLuca – present

Francine Smith – present

Helen Zumaeta – absent

Additional participant: Matthew Delforte, School Counsel

It was announced that Maura Malarcher (Secretary) has resigned; Rebekah Oakes from the SMT is taking minutes. Monte Joffe, Vice Chairman, chaired the meeting in Sandy's absence.

- 3) The board reviewed and unanimously approved the minutes from the June 13, 2012 meeting.
- 4) School Management Team Report:

Ms. Gauthier welcomed the public, and welcomed the new parent leadership. Ms. Gauthier gave a brief overview of the presentation made to the staff during the PD week (print-out of slides attached to the minutes.) Highlights:

- New Staff
- 20th Anniversary year
- New lease signed
- Significant increase in performance
- Education World – State of the Sector and the School
- Political and Financial World – still under a funding freeze, but best-case scenario may be that we continue to be frozen. Pension contribution was recalculated and was significantly lessened.
- Race to the Top criteria continues to drive the political/education landscape. Teacher and Principal evaluation system must be established; union negotiations continue.

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- Renaissance “school in good standing”

Priority Areas:

- Making full shift to implementing Common Core State Standards
- Improving PLCs
- Successful implementation of ICT Teaching Model

Population Shifting – Student Demographics [attached.]

Annual Report 2011-2012 Preliminary Highlights [attached.] Several exams showed significantly increased scores. Record number scoring mid 80s and 90s in Regents. Graduation rate was a bit lower than last year. K-8 Progress Report showed an increase from a C to a B. High School Report Card not issued yet; we are fixing certain data that was wrong. Attendance exceeded our target of 95%.

Over 2000 on our waiting list.

- 5) Approval of Consolidated Application – Board resolved unanimously that we approve the Consolidated Application.
- 6) Board Membership Discussion – Our board consists of 4 community members; 2 voting staff members; and 2 non-voting staff members, which puts us in compliance. Last year Dennis Agostino and Larissa Ortiz resigned for personal reasons, and the board acknowledges their service with gratitude. Chester Hicks has been nominated by the parent body to fulfill the role of parent representative on the Board of Trustees. Chester spoke with board members about his candidacy and what he would bring to the board. In addition, Maura Malarcher has resigned to pursue further studies, and Sandra Geyer has asked Stacey to propose on her behalf that Everett Boyd come back on the board.
- 7) Board Members’ New Business – Finance Committee meeting will meet on October 30, Educational Support committee plans to meet. Anniversary Event planned for April 3, 2013 at Bruno’s on the Boulevard. Con Edison press event in recognition of the \$10,000 STEM grant will be held on Friday, October 12. NBC sending film crew to Renaissance to film one of our high school students.
- 8) Public Speaking – PTA Executive Board came to support their nominee, Chester Hicks, and Mr. Joffe asked all of them to introduce themselves and talk a little about themselves. Mr. Joffe thanked everyone for coming for this part of the meeting.

A motion was made to adjourn the meeting, which was approved. The public part of the meeting was adjourned at 7:55.

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Justin Ginsburg
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Monte Joffe, Ed.D.
Margaret Martinez-DeLuca
Francine Smith
Helen Zumaeta

AGENDA

December 5, 2012 – 6:45 p.m.
Public Meeting of The Board of Trustees

HONORARY MEMBERS

Hazel DuBois, Ph.D.
Hon. Rudolph Greco, Esq.
Meryl Thompson

- | | |
|--|------------|
| 1) Chairperson's Welcome | 2 minutes |
| 2) Pledge of Allegiance | 1 minutes |
| 3) Roll Call | 2 minutes |
| 4) Approval of October 3, 2012 minutes | 10 minutes |
| 5) FY 2012 Certified Financial Report - Dennis Stamm, CPA | 30 minutes |
| 6) School Management Team Report/Annual Report Progress Toward Goals | 15 minutes |
| 7) Review and Vote on Revised Student Support and Discipline Policy | 15 minutes |
| 8) Review and Vote on Revised Calendar | 10 minutes |
| 9) Board Committee Reports | 10 minutes |
| 10) Board Members New Business | 10 minutes |
| 11) Public Speaking | TBD |
- Public speaking time of three minutes per person will be permitted. All speakers should sign-up with the Secretary prior to the meeting and state the topic they will be speaking on. Speakers may be grouped according to topic.*
- | | |
|-----------------------------------|------------|
| 10) Adjournment of Public Session | - |
| 11) Executive Session | 15 minutes |

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HONORARY MEMBERS

Hazel DuBois, Ph.D.

Hon. Rudolph Greco, Esq.

Meryl Thompson

Minutes of the Board of Trustees on December 5, 2012

- 1) The meeting was called to order at 7:01 p.m. with the chairperson's welcome.
- 2) Pledge of Allegiance.
- 3) Roll call was taken.
Everett Boyd – present
Nancy Condyles – present
Stacey Gauthier – present
Sandy Geyer – present
Justin Ginsburgh – present
Chester Hicks – present
Monte Joffe – present
Margaret Martinez-DeLuca – late
Francine Smith – present
Helen Zumaeta – present

Additional participants: Dennis Stamm, School Accountant, Julia Cohen, School Attorney and Denise Hur, Director of Operations.

- 4) Minutes of October 3, 2012 were reviewed; the board unanimously approved the minutes.
- 5) FY 2012 Certified Financial Report – review given by Dennis Stamm, CPA.
Renaissance financial status is quite good – better than it has been (financial report attached.) The surplus on June 30, 2012 was \$629,113. As of November 30, 2012 our cash situation has risen about \$400,000 (\$3.1 million net) since last November 30, 2011. We have increased our expenses by about \$200,000 this year. \$1.1million is in CDs, which is very secure, but only making \$17,000 in interest. Compared to last year we have less money coming in for General Ed, but more money coming in from Special Ed. These students have been classified into ICT classes which means their needs are greater, and our costs are higher because of the team teaching and special services required. Our professional development costs have increased this year, in order to support our ICT teams, and meet the higher benchmarks in literacy and math.

Conversations are going forward between our accountants and our Director of Operations to make sure we have a financial and operational disaster recovery plan fully in place.

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Mr. Ginsburgh asked: Is there a maximum amount of money a charter school is allowed to have in savings? Mr. Stamm and Ms. Gauthier answered: We have asked this question but the state will not give an answer and there is no official written guidance. Our safety net is our cash, and only our cash.

Motion to approve the FY 2012 certified financial report; unanimously approved.

6) School Management Team Report, report given by Stacey Gauthier.

Charter Advocacy - Stacey is again on the NYC Charter Center's Advocacy and Equity committee. The feeling of the committee is to "lay low" at this point, because of the financial position the state is in as an effect of the storm. Our freeze is due to expire, which may be problematic—we don't know where the formula will put us. The good news is that several groups are working together to keep an eye on legislation. All the CMO's are involved and many independent charter schools. A set of guiding principals will be produced from this committee which will address adequate funding, co-locations, and facilities funding.

Rensizzle Week Update – Big thank you to Rebekah Oakes for her work on coordinating the week. [See attached Rensizzle report.] Week a big success, results of surveys of students and staff will be forthcoming. Rensizzle is part of Stacey's Cahn Fellowship project along with Dan Fanelli, her Cahn Ally. The work they do together will help us plan for next year and beyond.

Annual Report – Progress Toward Goals – Annual report submitted to the state. Attached is a summation in table form that shows all of our goals, and whether or not the goal was met in 2010-2011 as compared to 2011-2012. We went from 75% meeting goals to 86% percent.

Goals we are still not meeting:

- ELA Absolute Performance – Grew from 54.9% in 2010-11 to 60.9%. We have adopted the Fountas & Pinnell Leveled Reading curriculum and assessments for grades K-5, and have hired 2 new reading teachers to cover grades K-9.
- ELA Value Added – We needed to have grown 10.5 percentage points in order to have met that goal and we grew 5.9%.
- K-8 Report Cards – growing there as well – went from a C to a B in the overall grade. Performance went from C to an A, Progress stayed the same at a C and Environment went down from B to a C. Our attendance went up, but this goal also includes our learning environment survey. That data cannot be disaggregated between K-8 and 9-12, but it causes our grade to rise in high-school, and go down in K-8.

The HS Report Card stayed steady at a B for the overall score, but it is important to note that as your performance gets higher, your progress gets lower. Our performance went from a B to an A, but Progress went from an A to a B. College Readiness (new category) got an A, and the Learning Environment score was a B.

Teacher and Student Satisfaction – We have the one of the highest teacher retention rates in the whole city, but overall satisfaction is lower than the city (the difference between “agree” and “strongly agree”.) Our school does not bring in DOE staff to do a “workshop” in completing the learning environment survey. We did our own teacher practice survey at the beginning of the year. In order to better understand teacher feedback, we asked some of the same questions that were on the Learning Environment Survey, but got very different answers.

No questions from the board, but general approbation on new format of board report (showing comparison to last year.)

- 7) Dignity for All Students Act Policy, report given by Julia Cohen. Regulations require every school to amend its discipline policies to reflect the new policy. Dignity Act Coordinator required, to investigate and respond to any complaints from students or parents on behalf of students. The board reviewed the proposed policy and made a resolution to approve.

Question from Mr. Ginsburgh: can cyber-bullying online student speech, have repercussions from school disciplinary actions, even though it did not happen at school?
Answer from Ms. Cohen: Not completely clear yet—the issues of student speech are being argued now, even though we may butt up against Free Speech issues.

Question from Mr. Ginsburgh: What about physical bullying outside of school? Answer from Ms. Cohen: Can be punishable if that action tends to disrupt the actions of the school or a student’s education. More and more the courts are looking to schools to respond when they become aware of bullying; courts will be more inclined to punish schools who don’t react.

Motion to approve the Dignity for All Students Act Policy, unanimously approved.

- 8) Draft of a resolution to revise school calendar. As result of Hurricane Sandy, the DOE has decided to make up those days by taking away part of February break and eliminating the June 4th clerical half-day.

Resolved - The Board of Trustees of The Renaissance Charter School resolves to amend the school calendar for 2012-2013 as follows to accommodate for the instructional time lost due to Hurricane Sandy -

- Convert January 28 from HS Rating Day from a professional development day 9-12 to a shortened instructional day K-12.
- Convert April 2 form a vacation day K-12 to a full instructional day K-12.
- Convert May 15 from a shortened instructional day K-12 to a full instructional day K-12.
- Convert June 4, 2013 from a shortened instructional day for K-8 to a full instructional day K-12.

- Convert June 6, 2013 from a professional development day K-12 to a full instructional day K-12.

Motion to approve the Revision to the calendar; unanimously approved.

This resolution will account for the three days of lost instructional time K-12.

The Board gave authorization to the Principal to submit the charter revisions on its behalf.

Committee Reports – No Board Committee reports.

New Business:

- Enthusiastic Welcome to Chester Hicks as our newest board member.
- Angel Fund 2012 letter distributed.
- 20 Year Anniversary Event planning going forward.

Motion to Adjourn the public meeting at 7:58 and move into executive session for the purpose of discussing litigation and attorney-client privileged matters.

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Chester Hicks

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Francine Smith

Helen Zumaeta

AGENDA

February 6, 2013 – 6:45 PM
Public Meeting of The Board of Trustees

HONORARY MEMBERS

Hazel DuBois, Ph.D.

Hon. Rudolph Greco, Esq.

Meryl Thompson

- | | | |
|-----|--|------------|
| 1) | Chairperson's Welcome | 2 minutes |
| 2) | Pledge of Allegiance | 1 minutes |
| 3) | Roll Call | 2 minutes |
| 4) | Approval of December 5, 2012 minutes | 10 minutes |
| 5) | Mid-Year Financial Report | 10 minutes |
| 6) | Mid- Year Development Report | 10 minutes |
| 7) | School Management Team Report/
Mid-Year Academic Report | 15 minutes |
| 8) | Review and Vote on CIPA Policy | 15 minutes |
| 9) | Review and Vote on DASA Coordinator | 10 minutes |
| 10) | Report on Lice Complaint | 10 minutes |
| 11) | Board Committee Reports | 10 minutes |
| 12) | Board Members New Business | 10 minutes |
| 13) | Public Speaking | TBD |

Public speaking time of three minutes per person will be permitted. All speakers should sign-up with the Secretary prior to the meeting and state the topic they will be speaking on. Speakers may be grouped according to topic.

- | | | |
|-----|-------------------------------|---|
| 14) | Adjournment of Public Session | - |
| 15) | Executive Session | |

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HONORARY MEMBERS

Hazel DuBois, Ph.D.

Hon. Rudolph Greco, Esq.

Meryl Thompson

Minutes of the Board of Trustees on February 6, 2013

- 1) The meeting was called to order at 6:51 p.m. with the chairperson's welcome.
- 2) Pledge of Allegiance.
- 3) Roll call was taken.
Everett Boyd – present
Nancy Condyles – present
Stacey Gauthier – present
Sandy Geyer – present
Justin Ginsburgh – present
Chester Hicks – present
Monte Joffe – present
Margaret Martinez-DeLuca – absent
Francine Smith – present
Helen Zumaeta – absent

Additional participants: Dennis Stamm, School Accountant, Matthew Delforte, School Attorney, Denise Hur, Director of Operations and Rebekah Oakes, Director of Development and Partnerships.

- 4) Minutes of December 5, 2012 were reviewed; the board unanimously approved the minutes.
- 5) Mid-Year Financial Report – review given by Dennis Stamm, CPA. Cash flow shows a \$350,000 surplus above what it was at the same time last year. DOE has again asked for 6 month unaudited financial report which is due March 1st. Accountants will get this report to the finance committee before it is submitted. We are ahead of the projected 6-month budget at this time, most likely because of the pension costs. Dennis will be back in May to provide the end of year report.
- 6) Mid-Year Development Report – review given by Rebekah Oakes, Director of Development (attached.) Thanks to Rebekah and Peggy for their hard work.
- 7) School Management Team Report/Mid-Year Academic Report, report given by Stacey Gauthier. Everett Boyd was officially confirmed by the DOE to become a member of the

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board again. Both requested revisions (Dignity for All Act and other student support handbook revisions) and the school calendar revisions were approved by the DOE.

a. Academic Mid-Year Report is attached. Teachers all over the school are participating in many Professional Development initiatives including:

- ICT Consultant / NYC Special Ed Collaborative ICT workshops (all ICT classes)
- Junior Great Books K-12
- Bank Street Mathematics Consultants K-5
- FOSS Science Consultant K-5
- Ramapo – all clusters and support staff
- Playworks – recess staff
- Metropolitan Opera Guild
- SRI Winter Meeting (PLC work)
- Teachers College Special Education Working Group
- Danielson Frameworks Training – all staff, new staff, administrators, coaches
- Harvard Professional Development - Leadership
- Math Workshop training – Peggy and Pierina
- Title IIB Math workshops - Ram
- Coaching Staff – Administrators
- Cahn Fellowship – Stacey and Dan
- Common Core PD – all staff (Wednesday and after-school work)

b. CSG is undergoing a change as a way to revitalize our CEP process. Committees are meeting together in small action research groups to do the work of the CSG. Three committees are participating in action research:

- Academic Success & Parent Involvement: Liz Perez, Chair – Develop a common language around learning, strengthen organization and time management skills, and develop strategies for proactive, productive and timely communication about at-risk students.
- Renaissance Person and Global Competencies & School Environment and Safety: Sarah Berenstain, Chair – Identify the shared values at TRCS, leadership attributes and how they may be learned and practiced among our students and the necessary global competencies our students will need to be successful at Renaissance and beyond.
- Technology, Professional Development, Communication, & Collaboration: Marta Kowalska, Chair – Review, revise and implement a school-wide technology plan that will lead to ways to increase technological literacy among our K-12 students, make recommendations to increase our building's ability to support more devices, and support teachers in technology-related professional development.

c. We are still looking for Math/SPED teacher in HS and widening the net considerably by contacting universities all over the tri-state area. Interim measures include teacher's aide in the classroom. We are out of compliance in the ICT classes.

- 8) CIPA Policy, report given by Matthew Delforte. Federal law requires schools participating in the E-Rate program to create an internet use policy that is compliant with the Children’s Internet Protection Act (“CIPA”) and other federal laws referenced by CIPA. TRCS amended its technology policies to include the required CIPA provisions (attached.) The CIPA policy requires us to schedule training for students and staff to ensure that everyone understands their obligations under the policy.

Motion to approve the Children’s Internet Protection Act Policy; unanimously approved.

- 9) Review and Vote on DASA Coordinator, reported by Stacey Gauthier. Proposal by SMT that Suzanne Arnold, the Administrator for School Culture, become the required coordinator for the newly adopted policy.

Motion to approve Suzanne Arnold as the Dignity for All Students Act Coordinator; unanimously approved.

- 10) Lice Complaint – Report given by Stacey Gauthier. One of our parents in the 3rd grade filed a complaint with Department of Health, the Special Commissioner of Investigation and others because of an ongoing problem with lice in the 3rd grade. 6 out of 25 children were affected by lice and/or nits. At this time we have only one student with nits, but we are not sure if the house and family of this child are treating the other members of the household and taking care of the physical home, despite all of the school’s efforts to educate the family on appropriate steps to eradicate lice and nits in the home. Stacey informed the Board of the school’s exhaustive efforts the school has taken to eradicate the lice problem, outlining the steps and measures detailed in her report (attached), and also advised that the school has followed all of the Department of Health’s (the agency with jurisdiction over this matter) rules and protocols for addressing lice problems. She also said that as a matter of policy and practice the school has adopted and follows the DOH’s rules and protocols on this issue. After discussion, the Board expressed its approval of the school's efforts and response to the situation, remarking that the principal’s and school management teams' response to the problem is exemplary. The Board expressed concern that the appropriate complaint process was not followed and not supported by the DOE. The Board agreed that they will send the minutes with all the attachments along with a cover letter to the DOE as requested. The Board authorizes Counsel to send the letter Counsel has recommended, indicating that our School Counsel does not believe SCI has jurisdiction over this matter.

Motion to approve authorizing Counsel to send the letter described above; unanimously approved.

- 11) Board Committee Reports – Board Finance and Audit Committee Report included in Accountant’s Report. No other Board Committee reports.

- 12) New Business:

- a. Nancy Condyles raised question about voting members. Like Nancy, Everett is another "appointed teacher" on the board, and Stacey and Nancy have been non-

voting members to keep the board in compliance. Nancy would like to be the voting member, rather than Everett. The Board asked Counsel to look at the By-laws to find out what the process is to designate voting members.

- b. Everyone is invited to Latin American Carnivale on February 15.
- c. One of our founding members, Meryl Thompson, sends greetings to the board.

13) Public Speaking – No Public Speakers.

14) Motion to adjourn the public meeting at 8:05 p.m. and move into executive session for the purpose of discussing litigation and attorney-client privileged matters.

School Management Team Report –
February 6, 2013

- 1) Update on charter revisions – both requested revisions (Dignity for All Act and other student support handbook revisions) and the school calendar revisions were approved by DoE.
- 2) Mid-Year Academic Report
- 3) Professional Development –
 - ICT Consultant / NYC Special Ed Collaborative ICT workshops (all ICT classes)
 - Junior Great Books K-12
 - Bank Street Mathematics Consultants K-5
 - FOSS Science Consultant K-5
 - Ramapo – all clusters and support staff
 - Playworks – recess staff
 - Metropolitan Opera Guild
 - SRI Winter Meeting (PLC work)
 - Teachers College Special Education Working Group
 - Danielson Frameworks Training – all staff, new staff, administrators, coaches
 - Harvard Professional Development - Leadership
 - Math Workshop training – Peggy and Pierina
 - Title IIB Math workshops - Ram
 - Coaching Staff – Administrators
 - Cahn Fellowship – Stacey and Dan
 - Common Core PD – all staff (Wednesday and after-school work)
- 4) CSG Action Plans (see attached)
- 5) Math/Sped ICT teacher vacancy

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Francine Smith

Helen Zumaeta

AGENDA

May 1, 2013 – 6:45 p.m.

HONORARY MEMBERS

Andrew P. Jackson

(Sekou Molefi Baako)

Hazel DuBois, Ph.D.

Hon. Rudolph Greco, Esq.

Meryl Thompson

Public Meeting of The Board of Trustees

- | | |
|--|------------|
| 1) Chairperson's Welcome | 2 minutes |
| 2) Pledge of Allegiance | 1 minute |
| 3) Roll Call | 2 minutes |
| 4) Approval of February 6, 2013 minutes | 10 minutes |
| 5) Review and Approval of FY 2014 Working Budget
Dennis Stamm, CPA and Denise Hur, Director of Operations | 15 minutes |
| 6) Collaborative School Governance Report and
Comprehensive Education Plan Report,
Everett Boyd, CSG Chairperson | 10 minutes |
| 7) School Management Team Report –
Staffing for 2013 – 2014 School Year | 10 minutes |
| 8) Election of Secretary and new member to
Executive Committee | 10 minutes |
| 9) Board Committee Reports | 10 minutes |
| 10) Board Members New Business | 5 minutes |
| 11) Public Speaking | TBD |

Public speaking time of three minutes per person will be permitted. All speakers should sign up with the Secretary prior to the meeting and state the topic they will be speaking on. Speakers may be grouped according to topic.

- 12) Adjournment of Public Session
- 13) Executive Session

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HONORARY MEMBERS

Hazel DuBois, Ph.D. 1937-2013

Hon. Rudolph Greco, Esq.

Meryl Thompson

Minutes of the Board of Trustees on May 1, 2013

- 1) The meeting was called to order at 6:51 p.m. with the chairperson's welcome.
- 2) Pledge of Allegiance.
- 3) Roll call was taken.
Everett Boyd – present
Nancy Condyles – present
Stacey Gauthier – present
Sandy Geyer – late
Justin Ginsburgh – absent
Chester Hicks – present
Monte Joffe – present
Margaret Martinez-DeLuca – late
Francine Smith – present
Helen Zumaeta – present

Additional participants: Dennis Stamm, School Accountant, Matthew Delforte, School Attorney, Denise Hur, Director of Operations and Rebekah Oakes, Director of Development and Partnerships.

- 4) Chairperson's Welcome –Monte gave the welcome as Sandy was late. He thanked everyone for a wonderful 20th Anniversary Celebration, and congratulated all participants for a wonderful night. It was wonderful to see so many people who were involved in the beginning as well as the new teachers who were there. Monte talked about walking around the school lately. He said that the feel of the school is much the same as when he left, and spoke of how good it made him feel about the "brand" that is Renaissance - one that is worthy of honor. This is a place where people are valued and children are comfortable and happy—we should all be very proud.
- 4) The February 6, 2013 minutes were unanimously approved.
- 5) Review and Approval of FY 2014 Working Budget - Dennis Stamm, CPA and Denise Hur, Director of Operations: By last April 23rd we had already gotten the May payment, but we have not gotten the May payment as of today. Nevertheless, there are no surprises; we have more money in the bank today than we had last year at this time. The

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pension that was paid 2 or 3 years ago is substantially less this year. Dennis and Denise took the budget that was presented for 2012-2013, took three quarters of that budget and compared it to the actual numbers. We spent much less money than we had budgeted for in most categories.

Proposed budget for 2013-2014 is attached. Pension line still has a cushioned amount of \$1,000,000 which will most likely be reduced, but board is asked to pass this budget until we know more. We did not budget for any contractual increases, because even with a new mayor coming on, the likelihood is that negotiations for an increase will not be resolved within the next year. Motion to approve the FY 2014 Budget; unanimously approved.

- 6) Collaborative School Governance Report and Comprehensive Education Plan Report, Everett Boyd, CSG Chairperson: CSG is working in three committees this year, to come up with the CEP: “Renaissance Person and Global Competencies & School Environment and Safety”, “Technology - Professional Development, Communication & Collaboration”, “Academic Success & Parent Involvement.” Committee minutes from the first meetings are attached; all committees have met at least once. Everett will be meeting with the committee coaches soon to determine what support the committees may need. There will be a CSG Retreat at the end of the year to see how are progressing.
- 7) School Management Team Report – Staffing for 2013 – 2014 School Year, Stacey Gauthier: Program Assignment Sheet for 2013-2014 is attached. Changes: 2 extra Literacy positions next year: Megan is staying on when Elizabeth comes back, and John V. is becoming another K-6 Literacy teachers. ET is taking a sabbatical to pursue his SPED certification and develop math benchmarks for HS math literacy. We are looking for a new 4th grade teacher (Sarah B. is going to Kindergarten) and a coverage teacher for ET. Raymond will be doing 7th grade Science; additional AP courses coming.

We have invested quite a lot in professional development this year. The School Sponsored Professional Development 2012-2013 is attached.

We have also decided to finally become our own School Food Authority. We are working with a company called School Food Marketing; consultants that are helping us with the application. We have not made the decision yet to leave the DOE, because it will be a formal bidding process. B. R. Guest Restaurants, per Jerry Goldman, are happy to be supporters and partners in this process. Hoping for greater choices – fresh bread, soups, more vegetarian options, a deli section and expanded salad bar.

Renaissance had a spot audit during the NYS 3rd-8th grade exams. All was well except

for one small item – there was a number line and a poster of Pi in one math room that needed to be covered up before the exam began.

- 8) Election of Secretary and new member to Executive Committee – Everett Boyd nominated for Secretary, and he accepted the nomination. Unanimously elected. Monte, Sandy and Fran are on the Executive Committee at this time. Chester Hicks nominated to sit on the Executive Board, and he accepted the nomination. Unanimously elected.
- 9) Board Committee Reports – Education Committee will report during Confidential. Finance Committee report was given earlier in the meeting.
- 10) Board Members New Business – Question of whether Nancy could get her vote back; not more than 40% voting members can be staff, and now that Everett is an officer we are at capacity. No new voting members will be added at this time. If another community member comes on, another vote will open up.
- 11) Public Speaking – No members of the public present.
- 12) Adjournment of Public Session - Motion to adjourn the public session, seconded and approved.

The Renaissance

35-59 81st Street, Jackson Heights, NY 11372

www.renaissancecharter.org • 718-803-0060 • 718-803-3785 (fax)

Charter School

BOARD OF TRUSTEES

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Stacey Gauthier

Justin Ginsburgh

Chester Hicks

Margaret Martinez-DeLuca

Francine Smith

Helen Zumaeta

AGENDA

June 5, 2013 – 6:45 p.m.

The Renaissance Charter School

Public Meeting of The Board of Trustees

HONORARY MEMBERS

Hazel DuBois, Ph.D. 1937-2013

Hon. Rudolph Greco, Esq.

Meryl Thompson

- | | |
|--|------------|
| 1) Chairperson's Welcome and Message | 5 minutes |
| 2) Pledge of Allegiance | 1 minutes |
| 3) Roll Call | 2 minutes |
| 4) Approval of May 1, 2013 minutes | 10 minutes |
| 5) End-of-Year Development and Partnership Report | 10 minutes |
| 6) School Management Team Report/
End-of Year Academic Report | 15 minutes |
| 7) Vote on Charter Goal Revision (CSG) | 15 minutes |
| 8) End-of-Year Report on Expenditures | 10 minutes |
| 9) Vote on Board Meeting Dates (2013-14) | 5 minutes |
| 10) Board Member Financial Disclosure Forms | 10 minutes |
| 11) Board Committee Reports | 10 minutes |
| 12) Board Members New Business | 10 minutes |
| 13) Public Speaking | TBD |

Public speaking time of three minutes per person will be permitted. All speakers should sign-up with the Secretary prior to the meeting and state the topic they will be speaking on. Speakers may be grouped according to topic.

- 10) Adjournment of Public Session
- 11) Executive Session

“Developing Leaders for the Renaissance of New York”

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Hazel DuBois, Ph.D. 1937-2013

Hon. Rudolph Greco, Esq.

Meryl Thompson

Minutes of the Board of Trustees on June 5, 2013

- 1) The meeting was called to order at 6:51 p.m. with the chairperson's welcome, with thanks to all for their service this past year, and a message and a moment of silence in memory of Dr. Hazel DuBois.
- 2) Pledge of Allegiance.
- 3) Roll call was taken.
Everett Boyd – present
Nancy Condyles – present
Stacey Gauthier – present
Sandy Geyer – present
Justin Ginsburgh – present
Chester Hicks – present
Monte Joffe – absent
Margaret Martinez-DeLuca – late
Francine Smith – present
Helen Zumaeta – absent

Additional participants: Rebekah Oakes, Director of Development and Partnerships.

- 4) The May 1, 2013 minutes were unanimously approved with the following edits: change the date from February 6 to May 1, 2013.
- 5) End-of-Year Development and Partnership Report was delivered by Rebekah Oakes, and is attached.
- 6) School Management Team Report/End of Year Academic Report is in the board packet; documents 5-9, which are metrics related to our initiative in the HS to provide more rigor in academic programming. Board reviewed the College Bound Report, Internship Report, National Honor Society and Spanish Honor Society Report, College Now Class Performance Report, Advanced Placement Class Performance Report (Seniors). It is important that Renaissance makes every effort to help our students be competitive, since City Colleges are becoming much more competitive, and cannot necessarily be depended on as "safety" schools. Our internship program will help our students get resumes that broaden their appeal, and offering more AP classes will show evidence of rigor and college readiness. AP US History and AP Psychology are the newest additions for next

"Developing Leaders for the Renaissance of New York"

year. Next initiative will be a STEM program focus that will feature a sequence of courses in Math and Science coupled with appropriate internships.

Other reports in the packet:

Admissions – Lottery yielded 2,351 applicants, with 66 available seats. An additional 125 applications received after the lottery, have been added to the Wait List.

Parent and Family Workshops - In addition to the College Bound Parent meetings (4), we offered “Helping Your Child with Math”, “Financial Planning”, three Family Reading Nights (supported by a grant from Target), and a Bullying Prevention Workshop.

Odyssey Initiative – visited our school and posted interviews with 3 of our teachers, and posted an article about Rebekah Slotnick’s Creative Movement class.

Funsizzle (Spring Rensizzle) – June 24 will feature 21 small groups of students doing various athletic activities (see attached), and June 25 will be a Field Day at Flushing Meadow Park for 7th-12th graders.

Verbal Reports:

Our provisional custodian is being removed with no advanced notice. Stacey is in conversation with ABM, a private custodial management firm. If we enter into a contract with them, the people currently on our crew can stay, they can apply to be the building manager, and can elect to stay in their union. Stacey can also sit on the hiring committee for building manager.

We are now undergoing a DOE audit, as part of the Office of Portfolio Development city audit. The purpose of the audit is to assess the effectiveness of their internal processes to monitor SPED billing, teacher certification and procurements. The audit team arrived this week.

Important Dates: Dan and Stacey deliver their final project for the Teacher’s College Cahn Fellowship on 6/7, Charter School Advocacy “Meet the Candidates” event on 6/11, and HS Graduation is 6/20.

We hired a new math teacher (Tara Gangarossa) to replace ET while he is on his sabbatical, but she started at the school this week on a per-session basis. 4th and 5th grade hiring committee has so far interviewed 3 candidates in a total of 6 to be seen.

We have been approved as a School Food Authority, which opens the way to hiring our own catering company to provide the school with a better variety, and tastier choices. We are working with a consultant to help vet the catering companies and go through the formal bidding process, to help us make the most economical choice. Our research shows that we should be able to at least break even on the costs, and eventually make some profit for the school. The Board gave Stacey and the School Management Team the authority to choose the vendor best suited to the needs of the school.

- 7) Vote on Charter Goal Revisions – These proposals constitute changes to our charter (proposed goal changes are attached.) The Board voted to change: 1) Current Goal 26, regarding the CSG meeting calendar. This year the CSG was restructured to form

- smaller committee meetings throughout the year instead of 9 meetings with the full group. We propose giving the committee the option to meet in committees or as a full group – unanimously passed. 2) For early grades literacy (Charter Goals 5, 6, 7 and 10), beginning in 2013-14 we propose to change the measurement tool from ECLAS to Fountas & Pinnell. The 3 absolute goals and 1 value-added goal were unanimously approved. 3) Board was asked to give Stacey Gauthier, Principal the authority to submit our charter revision requests to the DOE – unanimously approved.
- 8) Report on Expenditures over \$10,000 during 2012-2013 is attached. There was a question about why retainers are not listed, and it was explained that the financial policy does not indicate the need for this report to include retainers since they are approved as part of the Financial Audit Committee and full board work. A suggestion was made that the policy be revisited and updated as needed.
 - 9) Proposed Meeting Dates: the first Wednesday of October, December, February, May and June. Maggie’s schedule has changed and she will be late on Wednesdays, but only by about 15 minutes. The proposed dates (10/2, 12/4, 2/5, 5/7, 6/4) were unanimously approved.
 - 10) 2012-13 Board Member Financial Disclosure Forms were distributed for the 2012-2013 Annual Report, and board members present signed and dated them.
 - 11) Board Committee Reports – None. Suggested Data Dashboard Reports to the TRCS BOT List is attached, and proposed the same dashboard for next year. The list of standing committees and committee members is attached.
 - 12) New Business – Accolades to Nancy Condyles on her retirement. We believe board membership status changes with retirement. Nancy wishes to remain on the board. Our lawyer will be asked to give his opinion on this matter.
 - 13) No Public Speaking.
 - 14) Adjournment of Public Session – Motion to adjourn the public session, seconded and approved, at 8:16 PM.