

BOSTON RENAISSANCE CHARTER PUBLIC SCHOOL

**Board of Trustees Meeting
Minutes**

November 18, 2009

Location: Mezzanine Conference Room

Time: 5:30 pm

In Attendance:

K.Saxon, G. Martin., J. Sinclair, R. Harris, L. Bligen, K. Jeong, K. Vander Laan, C. Corbe, E. Carrasco

Absent:

H. Raymond, E. Washington, D. Mulhern, A. Pless, N. Hays

Guests:

L. Radden, B. Pina, K. Cherry, J. Nesgos, C. Engerman, L. Radden, L. Robinson

Meeting Chaired by K. Saxon

Meeting Opened with a presentation of the Ch. 4 News clip featuring the Boston Renaissance Charter Public School Vision Center. The Board congratulated BRCPS for its vision center.

APPROVAL OF SEPTEMBER 16, 2009 MINUTES:

VOTE: K. Jeong made a motion to approve the minutes of September 16, 2008; it was seconded by G. Martin; All voted in favor

PUBLIC COMMENT:

No public comment presented

BOARD COMMITTEE REPORTS:

Building Committee:

C. Engerman provided an update on the construction of the new campus located at 1415 Hyde Park Ave. The projected date of completion is June 30, 2010.

The insurance company agreed to pay for the hauling of dirt and a of host fees relative to the testing, etc. It has been reviewing costs around remediation; not expressed any opposition and has been paying invoices as they come in. The insurance company provided pre-approvals and has been very responsive. The administration toured the site, the plumbing is almost complete and the K1 and administrative wings are about to get underway.

Nomination and Governance:

R. Harris reported that the nomination and governance committee met on November 5, 2009 to discuss the challenges of inactive board memberships, recruitment and a necessary review of by-laws. The committee decided to allow inactive members an opportunity to withdraw.

We have two candidates who are very interested in becoming members of the Board: Muriel Leonard (retired BPS administrator) and PHu C. Luncheon meetings will be scheduled with them and the chairs of the committees. R. Harris stated that it is important that we recruit more high-profile and hard-working people to the board.

K. Saxon reminded committee chairs to submit their minutes and meeting dates to the clerk. The meeting dates will be posted on the website and the minutes will be maintained in the main office so they will be accessible for future site visits.

Finance Committee:

L. Bligen reported that the audit is complete. This is the best audit we have had in the past three years. There were no internal controls or compliance findings. A few adjustments were suggest by the school and consultants agreed. There are three items to accomplish: the signing of the audit letter, the Board acknowledgement and the management representation letter.

VOTE: J. Sinclair made a motion to accept and authorize L. Bligen to sign on behalf of the Board; it was seconded by C. Corbe; all voted in favor.

Executive Committee:

K. Saxon reported that the Executive committee could not hold a meeting due to challenges with the conference call. K. Saxon reminded all chairs to complete their work plans, goals and how they either met or plan to achieve their goals.

Development Committee:

K. Vander Laan reported that she and K. Saxon met on October 4, 2009.

Board members were reminded of the Annual Appeal and the need to have 100% Board participation. The overall goal for the Board Appeal is \$10,000. Furthermore, to assist with the capital campaign, the prospective donor form should be completed and sent to K. Vanderlaan by December 15th so that she may send them to the campaign consulting group. The Board goal for the campaign is \$75,000. J. Sinclair felt the target was aggressive. K.Vander Laan explained that participation of the Trustees in the campaign may be accomplished in a number of ways. The donation or pledges may be made over three years by taking pledges from family, friends and colleagues or by hosting house parties. Fortunato Consulting Group will handle the invitations and all the logistics. Board members should decide on a venue and may consider the school, businesses in the area or partners for possible locations (i.e. Holland & Knight LLP). There are a number of ways to host a party and it is not too soon to begin thinking and planning for it and to submit a list of ideas. The host funds it. K. Saxon asked if anyone was interested in forming a committee. We should have an additional person to help with the concept. L. Bligen said he was willing to help with brainstorming.

R. Harris reported that Charles Ogletree agreed to host a luncheon at the Harvard Club on 12/16/09. He suggested that we invite 12 prospective donors and he will invite 12 with the hopes of getting half the amount.

R. Harris has been meeting with folks to discuss the campaign. Some have expressed their willingness to participate on the campaign committee, but are not ready to participate on the Board of Trustees.

A. Fortunato suggests utilizing the Host-A-Party Model provided in her presentation at the retreat and that every member host a party. It can also be held at a friend's home, the school or one of our partnership locations. These parties would aim to attract donations on a smaller scale.

Academic Achievement:

C. Corbe reported that the Academic Achievement and Curriculum Instruction committee met last week with M. Johnson, J. Nsgos, L. Likis and L. Robinson. Mr. Johnson shared the impressive results via a GLA power point presentation. The team will meet with Mr. Johnson in December after the PAR date is set and they will be defining the new growth model. Schools are improving at rates equal to or greater than their peers statewide. Everything is summarized in the growth model. High growth is defined as above the 60th percentile, while low growth is below the 40th percentile. In September, L. Likis provided the preliminary root cause analysis, highlighting strategies and interventions. The committee is scheduled to meet one week before the regularly-scheduled Board meeting.

Human Resource Committee:

J. Sinclair reported that the Human Resource committee reviewed the board work plan and schedule of meetings for the year. Initiatives related to the move to Hyde Park were discussed. Two hundred intent-to-return forms were delivered to the staff to determine how many employees were willing to go to Hyde Park. Recruitment plans are underway and the committee is talking about posting the policies on line. The committee is reaching out to recruit members to the committee and asked if anyone knows someone who would like to join the committee. They could join without joining the Board. Providing clarification, K. Saxon stated that the Superintendent goals were signed off at the last meeting.

PARENT ADVISORY BOARD:

E. Carrasco and G. Martin reported that the Executive Parent Advisory Board met and set the agenda for the school-wide Parent Advisory Board Meeting. There was a presentation by Home for Little Wanderers who informed parents on the varied services being provided to students at the school. The Executive Board discussed modifying the By-Laws to use the election cycle to recruit new members. The Executive Board meets and talks with principals monthly to re-establish school site management and to improve and increase communications with the principals.

Parents seem to be plugged in this year, attending more meetings. Parents are aware of the plans to move and there has been consistent talk from parents who work indicating that some parents have already expressed that they could not move. K. Saxon asked about the possibility of reserving seats for Hyde Park residents. R. Harris reminded the Board of the lottery process and that we are not able to change the process. The majority of our students will return and we will enter with more K1 students next year and then reduce the enrollment to 880.

SUPERINTENDENT REPORT:

R. Harris thanked everyone who participated in the Charter Renewal site visit and indicated that it was not clear whether we would be on the DESE's December or January agenda. We are waiting for the DESE to inform us.

R. Harris thanked the Chief Financial Officer and the Academic Administrators for their hard work during the year and indicated that we are ahead of where we were last year.

The Renaissance now offers Chinese language and culture in all grades except two.

The Chinese language teacher is writing grants to expand the program. K. Saxon and R. Harris will travel with the Chinese Bridge Delegation next month to China. The goal for the trip is to have their teachers visit here. Hopefully, we can expand next year and the year after.

H. Raymond, the Chief Operating Officer and the Chief Financial Officer are closely monitoring the process at the new site. The Leadership Team toured the site yesterday and a few days ago, the Boys and Girls Club toured. We are in the process of talking with and developing a partnership with the Boys and Girls Club. The on-site PCB issues are being handled. Mark Kenan of the Mass Charter School Association reported that the Senate approved raising the cap from 9 to 18%.

OLD BUSINESS:

No comments

NEW BUSINESS:

No new business

MOTION TO ADJOURN:

K. Jeong motioned to adjourn and L. Bligen seconded the motion. All voted in favor.