

**BOSTON RENAISSANCE CHARTER PUBLIC SCHOOL**  
**BOARD OF TRUSTEES MEETING**  
September 15, 2010  
MINUTES

**Attendance:** K. Saxon, G. Martin, R. Harris, K. leong, A. Pless, H. Raymond, K. Vander Laan, E. Carrasco, M. Medley, M. Leonard

**Absent:** L. Bligen, D. Mulhearn, B. Holding

**Staff Present:** Y. Burnett, C. Engerman, P. Ciaramitaro, B. Pina, B. Turner, A. Carignan, J. Nesgos, A. Buckmire, L. Radden, E. Lee-Jones, M. Taylor, J. Xu

**Call to Order:** The meeting was called to order at 6:00 pm.

**Minutes of May 12, 2010 were approved by the Board with corrections regarding the attendees.**

Agenda: Board reviewed and approved the new format of the agenda.

Motion to approve the minutes and the agenda format was made by: M. Medley

Seconded by G. Martin

All voted in favor.

**Public Comment:** No public comment presented.

**CHINESE LANGUAGE AND CULTURE PRESENTATION - PROGRAM UPDATE: J. Xu**

Ms. Xu presented a power point of the Foreign Language Program that included videos of students actively participating in Chinese Mandarin classes teaching math, language and song.

Ms. Xu displayed a press release that was published in the World Journal News focusing on the expansion of the Foreign Language program, and spoke of the K through 6-grade collaboration where all students at the Renaissance will be exposed to Chinese.

The Renaissance was awarded a FLAP Grant by the U.S. Federal Government.

Ms. Xu described the \$1.3M FLAP Grant that will be disbursed over a five-year span to support the Foreign Language and Culture Expansion Program.

**Committee Updates:**

**BUILDING – H. Raymond**

Tremendous progress was made to move into the building on time.

Mr. Raymond recognized Mr. Engerman for his hard work and diligence.

The construction team continues to meet every two weeks and will continue for several months to ensure that everything is as expected and all systems are operating as expected.

Mr. Raymond reported a savings of \$900K in project costs.

**NOMINATION AND GOVERNANCE – R. Harris, K. Saxon**

The resignation of C. Corbe was shared.  
The renewal of L. Bligen was motioned by R. Harris and seconded by M. Medley.  
All voted in favor to renew L. Bligen to the Board for a second three-year term.

Dr. Albert Holland, former Deputy Superintendent of the Boston Public Schools and Health Careers Academy declined the nomination to the Board of Trustees due to a scheduling conflict on Wednesday evenings that would prevent him from participating and attending Board meetings. Dr. Holland currently serves as Treasurer of the Foundation Board, and will continue to serve in that capacity.

Board Expectations: K. Saxon reviewed the expectation of Board members, stressing and encouraging consistent attendance at Board and committee meetings, participation in events and promoting the school. Everyone was encouraged to be active and full of ideas.

#### **FINANCE – R. Harris**

The Board reviewed the Finance committee minutes and in the absence of L. Bligen, R. Harris presented a brief update.

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**Comment:** L.Bligen wasn't there and B. Turner did not present....

The audit is underway and will continue for an additional two weeks. The school continues to operate within the approved budget. G. Algere, Vice President of Century Bank made sure the auditors were aware that there was a schedule to be kept. A finance report will be presented at the next meeting.

#### **EXECUTIVE—K. Saxon**

K. Saxon, Board Chair requested a written set of goals from all committees and discussed process and strategic planning. Strategic plans can be a five to ten-year set of goals.

Yearly goals should help to achieve the strategic plan.

The October retreat will focus on the Board's strategic plan.

She stressed the need to be accountable and requested that committee chairs submit their written goals by October 15. The retreat will be attended by the chairs of the committees, the Renaissance Leadership Team and the Foundation Board.

All Board chairs should attend. Although the full Board need not attend, Board members who wish to attend and contribute were welcomed.

A facilitator needs to be identified.

#### **DEVELOPMENT— K. Vander Laan**

K. Vander Laan presented an update on the June 10 Board event that was held at Church on the Hill on Beacon Hill.

There were twenty-five paid guests, over thirty volunteers of which twenty were from the school-- a great resource we will tap into for future events.

A total of \$ 6,745.00 was raised, expenses totaled \$1,500 for a net amount of \$ 5,245.00, all of which was earmarked for Visual and Performing Arts at the Renaissance.

This year for our 2011 event we will form a committee that will start planning in October.

Logistics will be identified and the invitation list will be broader.

We'll look at last year and what was successful and work to improve the planning process.

We had great photos taken by B. J. Turner.

**ACADEMIC CURRICULUM AND INSTRUCTION—R. Harris**

Due to the resignation of C. Corbe there were no committee minutes. Dr. Leonard was nominated to serve as chair of the Academic, Curriculum and Instruction Committee.

Dr. Harris presented the MCAS data reporting that the school made AYP in English but did not make it in Math. Printed data reports were provided in the Board packets.

Dr. Harris emphasized that an increased effort must be made to improve. We have to do a better job. He reported that the scores peak in third grade and drop off in the fourth. The third-grade scored number one in the State in ELA.

There are internal discussions, interventions and consistent efforts to improve. To assist in accomplishing this goal a Chief Accountability Officer, Y. Burnett was hired.

Although we made significant gains, we need to do a better job. We are looking at the root cause analysis and strand analysis and the next Board meeting an extensive discussion can be had. The student achievement committee will connect with the leadership team.

**HUMAN RESOURCES— M. Leonard**

Dr. Leonard discussed the Superintendent's survey commending Dr. Harris for his performance.

There is overwhelming sentiment that he consistently meets or exceeds expectations.

There were twenty-five respondents, which is an increase from last year. There was not a single item that did not meet the expectations. There were thirty-nine items.

A target for improvement was the need to develop the Foundation Board and improving communications between home and school.

Dr. Harris will identify the funding to secure a full-time parent coordinator. The Parent Coordinator will coordinate activities and communication between teachers and parents. A job description will be developed and the position will be posted.

The Superintendent Goals were read by K. Saxon and reviewed by the Board.

Dr. Harris explained that the hiring of the Parent Coordinator was not listed as a goal as it is represented a method to achieve the goal of increasing home and school communication.

Mr. Martin remarked that improving communication is great and that that person could be a person that cultivates and teaches parents how to give back and become more involved.

K.Saxon suggested that an Adhoc Committee be created to develop the job description. The committee will conduct the interviews and determine the salary lane.

Motion to approve the Superintendent Goals was made by K. leong and seconded by A. Pless. All voted in favor.

**Contractual Bonus:**

The HR committee anticipates that it will make a recommendation for a full bonus once it has all the data, which will be presented at the October meeting. A brief meeting will be held prior to the retreat to address this item.

**PARENT ADVISORY BOARD— E. Carrasco, G.. Martin**

E. Carrasco reported nine members were elected to the Executive Board, two have resigned so there are two seats to fill.

The parent event held in June went well. They had a jazz band, refreshments and parents had an opportunity to socialize.

The Executive Parent Advisory Board is looking at strategies to increase parent involvement and is prioritizing its goals. The Board would like to have more diversity on the Board with younger parents to get their perspective.

A retreat will be planned to discuss and set its goals. Yesenia Delos Santos and E. Carrasco will reach out to other schools to identify best practices and are also looking at fundraising opportunities. They would also like to bring back Room Parents and continue with the school site-based management. At the meeting last June, bus monitors was an issue for some parents. We are looking at the process and volunteers.

E. Carrasco spoke of the Breathe Asthma Program to work together with the school health office. A pre-parent survey and post-parent survey will be developed and they are assessing the needs for social activities.

**SUPERINTENDENT'S EXECUTIVE SUMMARY:**

R. Harris reported that Mr. Engerman, H. Raymond and Mr. Veale have been working to remove everything out of the old building and into the new. H. Raymond has been attending all the weekly meetings and thanked him for his efforts.

The Department of Elementary and Secondary Education has notified us that there will not be a site visit this year but they will continue to monitor our enrollment. Our attrition plan is to reduce enrollment and presently we are sixty-four students over. We have 1,119 students when we should be at 1,055. That number may drop off some over the next few weeks. The Board discussed the possible ramifications of the current over population of students.

We are in the old building until September 28, 2010.

The school has been awarded a \$1.3M Federal Grant for the Foreign Language Program.

There is a strategy for the Chinese Government to invest in us for our expansion program.

A co-chair for the campaign has been identified. Ron Walker agreed to co-chair and a meeting is scheduled for tomorrow to meet with another potential co-chair. Three candidates have been identified.

A VIP Ribbon Cutting Event is scheduled for October 18. Mayor Thomas Menino, Commissioner Mitchell Chester, Rob Consalvo, and John Fish will be attending.

An invitation was also extended to Secretary of Education, Paul Reville.

A grand larger celebration is being planned for Sunday, October 24 from 3-5 pm.

Ms. Taylor is organizing a committee to plan this event.

**WRAP UP:**

Motion to approve all the Development, Finance and Human Resource reports was first by G. Martin and seconded by R. Harris.

All voted in favor.

Motion to adjourn at 7:30 was made by R. Harris and seconded by K. leong

All in favor.