

**American Renaissance School  
Board of Directors Meeting  
April 1, 2020**

***Mission:***

***To ensure a standard of academic excellence by providing a nurturing environment that allows each child to reach their fullest potential as students and citizens.***

**Board Members Present:** Michele Knapp, Kameron Brown, Jonathan Bell, Frank DiGangi, Tracy Sain, Danny Carpenter, Caity Gordon, Raphael Weeks, Katherine Smith

**Board Members Not Present:**

**Administrative Staff Present:** Jim Duffey, Andrea Leluika, Jessica Duncan, Danielle Cusick, Tai McMiller

**Administrative Staff Not Present:**

**Call to Order**

Called to order at 5:33pm

Michele Knapp

**Approval of Agenda**

Tracy moved to approve the agenda. Kam seconded. Motion passed.

Michele Knapp

**Approval of Minutes**

February 2020 Minutes: Tracy moved to approve. Jonathan seconded.

March 2020 Minutes: Kam moved to approve. Frank seconded.

Michele Knapp

**Review of Written Report**

*Note: Public comment has been moved to the end of the meeting. The written report may answer some of the questions.*

**School-wide Shutdown Impact**

- Personnel:
  - FT staff is staying on payroll.
- Facilities:
  - Logging when rooms are sanitized.
  - Will not need to bring back regular cleaning staff until we get closer to reopening the building.
  - All electronics have been unplugged and thermostats have been lowered/controlled.
- Financial Impact
  - Difference of \$1200 if we open on May 15 vs. closed through end of year.
  - *See written report for more details*
- Food
  - Summer Feeding Program has been enacted to assist students in need.
- COVID-19 Relief Fund

- We were allotted \$20k today, which can be used for sanitizing/internal cleaning, fuel for buses, and associated salaries.

### **Elementary School Updates**

Jessica Duncan

- *See written report*

### **Middle School Updates**

Andrea Leluika

- In addition to using Canvas modules for curriculum and calendar/due dates, Freckle is used for attendance (as needed) and remediation.
- Zoom is not working well on the students' Chromebooks, but can be used for virtual office hours as needed.
- Zoom is used for staff meetings.
- 9 students are still receiving paper lessons/work. Those are picked up or delivered on Thursdays.
- Lesson plans are delivered to Andrea on Thursdays and reviewed.
- *More details are in the written report.*

### **EC / Student Services**

Danielle Cusick

- *See written report.*

### **Technology**

Dave Brooke

- *See written report.*

### **MTSS / Instructional Coach**

Christina Zanotti

- Shared examples and videos of how the classes are utilizing virtual learning.

### **Counseling**

Tai McMiller

- The Backpack Program went into full swing, raising over \$2500 in the first two weeks. Admin and TA teams were extremely helpful.
- Counseling sessions are still taking place on virtual platforms.

### **General Comments**

Jim Duffey

- Funding: not expecting much more than what we've already received.
- Grading: "focus on quality over quantity." Being selective about feedback and grading with a focus on maintaining standards.
- A huge thank you to the entire administration, faculty, and staff for stepping up and doing an incredible job.

### **Committee Reports**

- Personnel
  - No report
- Governance
  - 3 policies completed that will be submitted for review (volunteer, background, social media).
  - Opening applications for board members, might be pushed back until May.
  - Executive committee nominations will be discussed at next committee meeting.

- Finance
  - COVID-19 Funds
    - Breaking down what this can and cannot be used for.
    - Won't see much impact of COVID-19 in February report, but will start to see it reflected in March and April reports.
  - February 2020
    - Showing deficit, based on a few factors, which isn't a concern overall. YTD still has a surplus.
    - State revenue should be fine in the long run, once adjustments come in.
    - Looking at revenue/expense adjustments that have resulted from COVID-19.
    - Achieved 72% of YTD revenue against 67% expense budget. Year-end still showing surplus. Account balance is still healthy.
    - Facilities are showing a deficit as a result of the Green Street purchase. This will
    - **Motion to approve by Jonathan. Raphael seconded. Approved.**
  - Form 941 Update
    - Was mailed (certified) but hadn't been received by IRS. Frank following up on this tomorrow.
  - 2020-2021 Budget
    - Still evaluating.
    - Jim worked on the framework with Charter Success Partners, but needs to work out the details. Did not factor in ACCESS grant or new building/construction expenses.
    - Two budgets have been built but need to be discussed with the Finance Committee before presenting.
- Fundraising
  - Golf & Gala was cancelled. Only two people have asked for ticket refunds. Around \$18k raised from sponsorships and ticket sales, not including auction. Working on a timeline for making the auction available.
- Facilities
  - Schematic Design is complete. Went before the Design Review Committee on March 12, which unanimously approved. Hoping to have GMP by April 24.
  - Planning to unveil the design in the upcoming weeks.

#### **Lottery Update**

- Should be at capacity for next year.

#### **Public Comments**

Michele Knapp

*Limit comments to 3 minutes.*

- [None]

***Tracy moved to go into closed session. Kam seconded.***

**Closed Session - contract negotiations and school safety**

***Jonathan moved to close the meeting. Kam seconded. Motion approved.***