

American Renaissance School
Meeting of the Board of Directors (BOD)
Open meeting minutes
Wednesday, April 5, 2017
6:30 p.m.

Dated Wednesday, April 5, 2017

The Meeting was **Called to Order** at 6:30 pm by Sam Kennington

Board Members Present: Sam Kennington, Harriette Bailey, Michele Knapp, Marc Davis, Frank DiGangi, Sharon Bell, Anna Johnson, Matt Reyes, Jonathan Bell

Board Members Absent: n/a

Administrative Staff Present: Jim Duffey, Betsy Rosenbalm, Jessica Duncan, John Mairs

Administrative Staff Absent: n/a

Others in Attendance: n/a

1. Call to Order – Sam Kennington, Board Chairman

- Moment of Silence
- Pledge of Allegiance

2. Special Recognition

- Sandy Gross and Emily Health - Quiz Bowl Coaches
- Todd Fowler – I CAN 5K (6/2/17)

3. Public Comment – N/A

4. Adoption of Agenda

- Sharon Bell moved to adopt the agenda. Motion was seconded by Marc Davis. Motion passed.

5. Approval of minutes:

March 1, 2017 minutes were presented for approval.

- Anna Johnson moved to adopt the agenda. Motion was seconded by Michele Knapp. Motion passed.

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New Business

Committee Reports

○ **Finance**

- Treasurer is working with Charter Financial to make necessary corrections to the budget.
 - Current Audit has not been paid
 - ARS continues to bank with Wells Fargo
 - ARS continues to operate without a deficit
 - Note: 75% of ARS budget goes toward staff salary and benefits, while the state average is 66%
 - 8.5% goes toward rent and debt services
 - These two line items comprise of 84% of the total budget
- Fran DiGangi moved to accept the budget as presented. Motion was seconded by Matt Reyes. Motion passed.

○ **Development/Fund raising**

Grants:

- Submitted
 - \$7k Clif Bar Family Foundation (Announced in October)
 - \$5k Home Depot Foundation (Announced in May or June)
 - \$2k Walmart Foundation (Announced in May or June)
 - \$2k ADK (Announced April 31)
- Preparing to Submit
 - \$25k Lowes Community Grant
 - \$5k Lowes Toolbox for Education (opens August 7, 2017)
 - \$2k Voya Financial (Due April 30, 2017)
 - \$4k Fuel Up to Play 60

PE equipment:

- Will be installed this month.
- Big thanks to Jason Mayhew, Eagle Rentals, and of course Trevor and Scott Johnson and everyone on the Tradd St Committee and who participated in the Butter Braid and Groucho's fundraisers.
- We will be announcing a work day soon!

○ **Governance**

- Finalize Grievance Policy
- Review policy sent by Kim H/Jessica D (school nurse)
- Discuss need for policy regarding activity participation riding ARS bus
- Begin process to fill BOD vacancies (Sam Kennington and Matt Reyes) for installation at June BOD retreat. Can this application process be electronic?

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- Jonathan Bell moved to Approve the proposed Grievance Policy with necessary revisions. Motion was seconded by Frank Digangi. Motion passed.
- **Personnel**
 - Search Committee process updates were shared
 1. Committee met twice for introductions and to receive a job description
 2. Committee received updates from the BOD and personnel committee and received specific assignments in preparation to conduct interview for the ED position
 3. Personnel committee will meet to begin reviewing applications, schedule and conduct initial interviews
- **Property and Facilities**
 - Soliciting staff and parent volunteers for the following committees:
 1. Research on staying in current school locations – currently completing research and have received lots of new ideas to consider
 2. Research on moving to a new school location – looking at several options: build from the ground up, renovate already built and vacant schools, renovate current buildings
- **School Report**
 - Air Quality
 - Received final executive summary of Air Quality Process indicating the safety of the air quality in ARS buildings. The status will continue to be closely monitored and planning for a long term solution.
 - Will schedule a meeting with Amy Miller and parents to discuss additional questions/concerns
 - 2017 Awards Day
 - Thursday, June 1 (am for 6-8)
 - Thursday, June 1 (pm closing ceremony for K-5)
 - Calendar Committee
 - Final calendar that aligns with ISS was presented (178 school days/1068 instructional hours)
 - Jonathan Bell moved to accept the proposed 2107-18 school calendar as presented. Motion was seconded by Michele Knapp. Motion passed.
- 6. **Board Chair Remarks**
 - Annual all day Board of Directors Meeting/Retreat will be held in June 2017 in place of the June 3, 2013 BOD meeting
- 7. **Closed Session (if needed) – Closed session**

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- Jonathan Bell moved to go into closed session to discuss attorney privilege and personnel issues. Matt Reyes seconded the motion. Motion passed.

8. 2017-18 Slate of Officers

- Sharon Bell, Chair
- Michelle Knapp, Vice Chair
- Frank Digangi, Treasurer
- Harriette Bailey, Secretary

Jonathan Bell moved to accept the 1017-18 slate of officers as presented. Motion was seconded by Marc Davis. Motion passed.

9. Interim Administrative Team

Jonathan Bell moved to remove the interim title from the current Administrative Team, which will continue through the 2017-18 academic year. In addition, Jim Duffey will be Principal of 6-8 and Jessica Duncan will be Principal of K-5. Motion was seconded by Matt Reyes. Motion passed.

10. Next Meeting and Adjourn –

The next meeting of the board of directors will be on May 3, 2017 at 6:30 pm in the K-5 Building board room.

Sharon Bell made a motion to adjourn.
The motion was seconded by Matt Reyes.
The motion carried.

A motion to approve these board minutes is made, seconded and passed.

Approved on: May 3, 2017 Signature of Officer: Harriette N. Bailey