

**American Renaissance School
Meeting of the Board of Directors**

Open meeting minutes

November 2, 2015

6:30 p.m.

APPROVED

Dated November 2, 2015

1. The Meeting was **Called to Order** at 6:30 by Sharon Bell

2. **Board Members Present:** Sharon Bell, Harriette Bailey, Matt Reyes, Sam Kennington, Michelle Knapp, Kameron Brown

Board Members Absent: Anna Johnson, Marc Davis

Administrative Staff Present: Jim Duffey, Tony Hall, Jessica Duncan, John Mairs, Kathleen Gay, Betsy Rosenbaum

Administrative Staff Absent:

Others in Attendance:

3. Review and Approval of Previous Open Meeting Minutes and Agenda

*Sam Kennington made a motion to approve the open meeting minutes from 9/23/15
Kameron Brown seconded the motion.
The motion carried unanimously.*

*Kameron Brown made a motion to approve the agenda.
Michelle Knapp seconded the motion.
The motion carried unanimously.*

4. Recognition – Sharon Bell

- Tony Hall and Ms. Bell recognized. McCachren for her work with K-5 art. They also recognized the excellent work of the students, including the recycled art elephant by Soleil Steeb, a train made by a team of 3 boys and Alli Miller's wire art flower and yarn basket.

5. Public Comments – Sharon Bell

- None.

6. September, 2015 Financial Report – Michele Knapp

- Ms. Knapp presented the final report from last year.

*Sam Kennington made motion to approve the 2014-15 financial report.
Harriette Bailey seconded the motion.*

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The motion carried unanimously

- Ms. Knapp presented the September 2015 Financial Report.

*Kameron Brown made motion to approve the September 2015 financial report.
Matt Reyes seconded the motion.
The motion carried unanimously.*

7. Strategic Planning – Sharon Bell

- Ms. Bell announced that the administration and board will continue this discussion at the next meeting when the full board is able to convene.

8. Head of School Report - Tony Hall

- Dr. Betsy Rosenbaum updated the board on 3 grants. ARS received a special state reserve grant of \$ 28,000. We are still waiting to hear whether we were awarded 2 other grants.
- E Rate – John Mairs hasn't heard from Time Warner Cable. He may recommend we switch to AT&T for telecommunications.
- Jim Duffey, Middle School Principal, provided an update on the middle school roof. The rain has slowed progress, but they will attempt to get as much done over Thanksgiving break as possible.
- Calendar Committee – meeting for first time Wednesday to create the calendar for next year. Parents and staff from both buildings have been involved.
- Application process – revamping application from last year. One page to apply, then second date after lottery for the rest of the application. Available January 2nd, due back March 4th with lottery on March 15th.
- Returning student forms will be sent out in late January/early February.
- Measures of Academic Progress® (MAP®) report to parents has been delayed – it is not as accurate as hoped, as the first benchmark and second benchmark were taken only 5 1/2 weeks apart. It has, however, provided a good idea of where we are, and staff have been using data to plan instruction. The next benchmark testing will be in late January.
- School Improvement Plan (SIP) process – there are 8 priority areas. We will make goals from that. We are using a new approach.

9. Committee Report – Development & Fundraising – Matt Reyes and Tony Hall

- Anna Johnson sent a report to all board members in advance of the meeting, and this was also distributed at the meeting:
 - Jenni Conine's (4th Grade English/Language Arts Teacher) Energy United Bright Ideas grant application was funded for \$1500 for a school garden and outdoor classroom. She is working with a group of parents to move this project forward. The NC Ag Extension's Master Gardeners (ARS

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grandparents Linda Johnson and Lee Hollifield) have also been very helpful in the design of this project and donation of materials. Parents Amanda Clendenin, Jonathan Dearman and Elliott Harwell are helping to find ways to provide materials/expertise for this project at a reasonable cost.

- Ms. Kate Czerwinski's (Grade 2-3 teacher) and Ms. Suzie Benoit's (parent, volunteer, RAP member) Energy United Bright Ideas grant application was funded for \$400 for sound-related science materials that are in direct alignment with NC Essential Standards. Ms. Conine, Ms. Czerwinski, Ms. Benoit and Mr. Hall will attend a luncheon in their honor on Fri, 11/6 at the Twisted Oak Restaurant, 11:30 am - 1:00 pm.
- Marna Trivette (parent) is discussing with a tree service taking down the 2 trees on Tradd.
- With the help of Tamara Roach, ARS submitted an application to Lowe's, requesting \$25,000 for the Middle School roof, and additional "Lowe's Heroes" employee volunteer time to assist with the fixing of the plaster ceilings and possibly the refitting of the doorway, if needed.
- Matt Reyes discussed the upcoming corporate dinner. He needs assistance in developing a plan and in reaching out to local contacts. Plan is to reschedule for next week.

10. Committee Report – Governance – Sharon Bell (for Harriette Bailey)

- Ms. Bailey and team reviewed 6 applications for vacant position on board. They have scheduled 3 interviews, have completed 2 and will have the last one on Monday. The team will present results at the next board meeting.

11. Committee Report – Personnel – Michele Knapp

- Ms. Knapp reported that they met to discuss DPI's communications regarding staff bonuses to be provided by the LEAs to state employees. As a charter school we are not required to implement this same mandate. The committee has suggestions to discuss in closed session.

12. Closed Session (as needed) – Sharon Bell

Matt Reyes made motion to go to closed session to discuss personnel matters.

Kameron Brown seconded the motion

Board to closed session

The personnel committee has recommended a \$775 bonus to all employees. Checks will be issued the 2nd week of December. The recommendation was made by the personnel committee, and the motion was unanimously carried.

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An amended budget was presented as result of the final DPI allocation. A couple of changes (increases) in base salary were made based on this new information. We did not have this information at the time of the original budget was approved, but we did when contracts were drawn up, so all contracts were issued with the updated information. The amended budget also includes a few contracts that had to be adjusted due to incorrect years of service, bonuses, and increase of hospitalization cost. The amended budget shows a net surplus of \$41,957, this surplus will go toward the goal of saving 2% of the operating budget for future years.

Sam Kennington made a motion to approve the budget.

Harriette Bailey seconded the motion.

The motion carried unanimously.

13. Next Meeting and Adjourn

The next meeting of the board of directors will be on **December 16th at 6:30** in the Elementary Building Board room.

Kameron Brown made a motion to adjourn.

The motion was seconded by Harriette Bailey.

The motion carried unanimously.

A motion to approve these board minutes is made, seconded and passed. (Item 4 on next meeting's agenda.)

Approved on: 12/16/15 Signature of Officer: _____