

**American Renaissance School**  
**Meeting of the Board of Directors (BOD)**  
**Open meeting minutes**  
**Wednesday, August 2, 2017**  
**6:00 p.m.**

**Dated** Wednesday, August 2, 2017

The Meeting was **Called to Order** at 6:00 pm by Michele Knapp

**Board Members Present:** Harriette Bailey, Michele Knapp, Frank DiGangi, Jonathan Bell, Matt Reyes

**Board Members Absent:** Marc Davis, Sharon Bell

**Administrative Staff Present:** Jim Duffey, Jessica Duncan, John Mairs, Andrea Leluika

**Administrative Staff Absent:** n/a

**Others in Attendance:** n/a

**1. Call to Order – Sharon Bell, Board Chairman**

- Moment of silence
- Pledge of Allegiance
- Review of open meeting laws and Freedom of Information Act

**2. Public Comment – N/A**

**3. Adoption of Agenda**

- Frank DiGangi moved to adopt the agenda. Motion was seconded by Matt Reyes. Motion passed.

**4. Approval of minutes:**

May 30, 2017 and June 28, 2017

- Jonathan Bell moved to approve the minutes with necessary revisions. Motion was seconded by Frank DiGangi. Motion passed.

**New Business**

**Committee Reports**

○ **Finance**

- Final Financial Report (AY 2016-17) was submitted. ARS ended the year in the positive.
- Frank DiGangi moved to accept the budget and financial report as presented. Motion was seconded by Jonathan Bell. Motion passed.

○ **Governance**

- BOD Applicant interviews have been held and the committee will recommend individuals for the 3 vacant BOD positions.

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- **Personnel**
  - New positions
    - Andrea Leluika – (6-8 principal)
    - Jessica Heizler (3<sup>rd</sup> grade)
    - Ava Lopez (K-5 Spanish)
  - Jonathan moved to approve the hiring of these positions/individuals. Motion was seconded by Frank DiGangi. Motion passed.
  
- **Development/Fund raising**
  - Looking at scaling back the number of events/fundraisers in which we are asking families to participate
  - Discount cards and 3b will run as 1 fund raiser this year. 3b will be held at Fiddler's Grove on 9/23. There are incentives for families/students to sell tickets to both events.
  
- **Property and Facilities**
  - Review of Executive Summary regarding Growth Evaluation of future options for ARS
  - ARS could borrow 1/3-1/4 of what would be required to complete the options
  - Increasing student population would increase revenue
  - Review of GL Wilson. Thank you to GL Wilson for completing this task pro bono.
  - Current lease ends 6/30/20
  - Next steps
    - Determine financial power
    - Discuss/review Bond issues
    - Fundraising/capital campaign
  - Tradd St. Property
    - Tree removal \$1500. Adjuster to determine if tree destruction was caused by lightning, therefor removal could be covered by insurance
    - Update field
    - Develop list of alternative ways to utilize Tradd St. property (house)
  
- **School Report**
  - Economic Impact study, \$2,000
    - Covers five years
    - Schedule meeting with Frank, Jim and Jonathan to explore further
  - Charter renewal
    - Current charter expires in two years

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- Process of renewal begins AY 2017-18, including visits with committees, BOD, teachers, parents
- Jonathan Bell moved to submit letter to renew charter. Motion was seconded by Frank DiGangi. Motion carried.
  
- Financial Audit
  - August 3, 2017
- Open House
  - August 14, 2017
- Field trip scholarship fund
  - Refunds for Spring 2017 NYC trip will be used as seed money if parents decide not pick up the refund
  - Parents already donated \$800 of the refund to ARS' annual fund
- Discussion of possibly developing an ARS Alumni Committee
- EOG scores will be released September 2017
- Construction update
  - Construction has been completed, and staff is now working on organizing for the beginning of school
  - Thanks to John Saunders for all of his work during reconstruction
- 6<sup>th</sup> grade boot camp (New Student Orientation) will be August 14 (noon-3)
- Discussion of how to most efficiently use Renaissance time
- Dan Nichols Park annual field trip is August 18, 2017
- MTSS plan has been submitted to NC DPI
  - All day professional development is being planned
  - ARS has a cohort of 5 working with NC DPI
- AIG students will be identified by September 5
- Read to Achieve
  - 9 out of 13 students took the exam and results will be mailed out; the other 4 students will work on submitting a portfolio to demonstrate mastery

**5. Board Chair Remarks**

BOD comment – Frank DiGangi is exited for the new schoolyear. Jonathan Bell and Matt Reyes agreed.

**6. Closed Session (if needed) – Closed session**

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

**7. Return to Open Session**

- The Governance Committee recommended the following individuals to fill vacant BOD positions: Kameron Brown, Tai McMiller and Ben Stikeleather.
- Motion was seconded by Jonathan Bell. Motion carried.

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- The Governance will work on drafting an addendum to the current Nepotism Policy outlining safeguards to take to avoid Conflicts of Interest.
- Counsel to the ARS BOD presented on risks associated with Conflicts of Interest.

**8. Next Meeting and Adjourn –**

The next meeting of the board of directors will be on September 6, 2017 6:00 pm in the K-5 Building board room.

Frank DiGangi made a motion to adjourn.  
The motion was seconded by Harriette Bailey.  
The motion carried.

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

Approved on:September 6, 2017 Signature of Officer: Harriette N. Bailey