

Application: Renaissance Academy Charter School of the Arts

Dr. Kymberly M Cruz - kmcruz@renacad.org
2020-2021 Annual Report

Entry 1 School Info and Cover Page

Completed Jul 29 2021

Instructions

Required of ALL Charter Schools

Each Annual Report begins with a completed School Information and Cover Page. The information is collected in a survey format within Annual Report portal. When entering information in the portal, some of the following items may not appear, depending on your authorizer and/or your responses to related items.

Entry 1 School Information and Cover Page

(New schools that were not open for instruction for the 2020-2021 school year are not required to complete or submit an annual report this year).

Please be advised that you will need to complete this cover page (including signatures) before all of the other tasks assigned to you by your school's authorizer are visible on your task page. While completing this cover page task, please ensure that you select the correct authorizer **(as of June 30, 2021)** or you may not be assigned the correct tasks.

BASIC INFORMATION

a. SCHOOL NAME

(Select name from the drop down menu)

RENAISSANCE ACADEMY CHARTER SCHOOL OF THE ARTS 260501861067

a1. Popular School Name

Renacad

b. CHARTER AUTHORIZER (As of June 30th, 2021)

Please select the correct authorizer as of June 30, 2021 or you may not be assigned the correct tasks.

BOARD OF REGENTS

c. DISTRICT / CSD OF LOCATION

GREECE CSD

d. DATE OF INITIAL CHARTER

12/2013

e. DATE FIRST OPENED FOR INSTRUCTION

8/2014

f. APPROVED SCHOOL MISSION (Regents, NYCDOE, and Buffalo BOE authorized schools only)

MISSION STATEMENT

The mission of the Renaissance Academy Charter School of the Arts is to provide children an enriched and rigorous education through the humanities and arts integration leading to success in college, careers and life.

g. KEY DESIGN ELEMENTS (Regents, NYCDOE, and Buffalo BOE authorized schools only)

KEY DESIGN ELEMENTS (Briefly describe each Key Design Elements (KDE) as presented in the schools approved charter. KDEs are those general aspects of the school that are innovative or unique to the school’s mission and goals, are core to the school’s overall design, and are critical to its success.

KDE 1	Key Design Element: More time on Task We provide extended time-on-task opportunities for our students with uninterrupted sessions for ELA and math. Our longer days and extended calendar all contribute to more time on task for our students. Additionally, we will partner with our parents to support opportunities for learning at home in the evenings, on weekends, and on vacations.
KDE 2	Key Design Element: A Disposition for Learning – Habits of the mind / Character Strengths A Habit of Mind means having a disposition toward behaving intelligently when confronted with problems, the answers to which are not immediately known: dichotomies, dilemmas, enigmas and uncertainties. Character strengths and virtues are an important part of the work of positive psychology. Positive Psychology is the scientific study of the strengths that enable individuals and communities to thrive. The field is founded on the belief that people want to lead meaningful and fulfilling lives, to cultivate what is best within themselves, and to enhance their

experiences of love, work, and play. Employing Habits of Mind and Positive Psychology's character strengths and virtues together requires drawing forth certain patterns of intellectual behavior that produce powerful results. At RA we infuse this important work through all parts of the day using the Positivity Project.

KDE 3

Key Design Element: A Focus on Literacy and Language - Speech and Language Support for All Learners

A Speech-Language Pathologist (SLP) is a critical member of our Primary Team who assesses, diagnoses, and remediates children with speech, language, and cognitive maturational delays outside of the special education process. Renaissance Academy recognizes that young children develop at different maturational rates. We provide alternative modalities of expression and communication to support important language and comprehension milestones without unnecessary classification. Our SLP models articulation, fluency, and other aspects of speech with which teachers will support language and communication development. An SLP will work collaboratively with classroom teachers through the planning, implementation, and reflection on lesson delivery. This provides scaffolded and focused support to address areas of delay. Renaissance Academy Charter School of the Arts' focus on language acquisition and development will help students learn to communicate effectively with others and learn to solve problems and independently make decisions. Proper skills are necessary to communicate effectively. Improved communication through infused speech and language instruction will result in a better educational, social, and emotional experience for a child.

KDE 4

Key Design Elements: A Focus on Numeracy and the Eight Mathematical Practices

Renaissance Academy focuses on numeracy and the eight mathematical practices with its students. The shift to working with students on how to "do

math” is a focus of the CCSS and has been linked to increased student achievement. A spiraled, vertically articulated curriculum is provided which will include the following topics: number sense, mathematical practices, operations and algebraic thinking, numbers and operations in base ten, number and operations with fractions, measurement and data, and geometry. Formative benchmark and interim assessments are used to determine student achievement levels with regard to the mathematical benchmarks throughout the year.

KDE 5

Key Design Elements: Character Education
Creating a productive citizenry has always been a goal of public education. Most recently the need for more comprehensive character education programs in schools has become a priority. Thus, we have selected Character Education as one of the Key Design Elements of the Renaissance Academy Charter School of the Arts education program. Such programs allow students to learn about and develop positive personal attitudes, skills, and attributes.

RA uses the positivity project as our character education program. The entire school students a different character strength and virtue each week. These are incorporated into various parts of our day.

KDE 6

Key Design Elements: Arts Integration
In addition to complying with the New York State Learning Standards in the Arts (Music, Visual Arts, Dance, Theatre), the arts will be interwoven into other academic curricula. Studies cited demonstrate conclusive evidence that Renaissance Academy’s program is likely to lead to increased student learning and achievement with the school’s anticipated student population. Teaching about and through the fine arts fosters positive emotional development by encouraging children to identify and analyze their feelings and develop a deeper understanding of themselves.

Key Design Element: Extensive Support for our

KDE 7	Students and Their Families Renaissance Academy believes partnering with parents and families will increase student achievement. We have built extensive support for our students and their families into our program design. RA has a school psychologist, social worker, director of safety and Wellness, a full-time school nurse, a coordinator special services, and a family services coordinator on staff. These staff members work in concert to address the needs that our students and our families may have. We have created Partnerships with Community agencies and other organizations that can provide support outside of the school day as well.
KDE 8	(No response)
KDE 9	(No response)
KDE 10	(No response)

Need additional space for variables

No

h. SCHOOL WEB ADDRESS (URL)

www.renacad.org

i. TOTAL MAX APPROVED ENROLLMENT FOR THE 2020-2021 SCHOOL YEAR (exclude Pre-K program enrollment)

506

j. TOTAL STUDENT ENROLLMENT ON JUNE 30, 2021 (exclude Pre-K program enrollment)

506

k. GRADES SERVED IN SCHOOL YEAR 2020-2021 (exclude Pre-K program students)

Check all that apply

Grades Served

K, 1, 2, 3, 4, 5, 6

l1. DOES THE SCHOOL CONTRACT WITH A CHARTER OR EDUCATIONAL MANAGEMENT ORGANIZATION?

No

FACILITIES INFORMATION

m. FACILITIES

Will the school maintain or operate multiple sites in 2021-2022?

No, just one site.

School Site 1 (Primary)

m1. SCHOOL SITES

Please provide information on Site 1 for the upcoming school year.

	Physical Address	Phone Number	District/CSD	Grades to be Served at Site for coming year (K-5, 6-9, etc.)	Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No).
Site 1	299 Kirk Road, Rochester, NY 14612	585-225-4200	Greece	K-6	No

m1a. Please provide the contact information for Site 1.

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Dr. Kymberly Cruz	585-225-4200		kmacruz@renacad.org
Operational Leader	Dave Brower	585-225-4200		brower@renacad.org
Compliance Contact	Dr. Kymberly Cruz	585-225-4200		kmacruz@renacad.org
Complaint Contact	Dr. Kymberly Cruz	585-225-4200		kmacruz@renacad.org
DASA Coordinator	C.J. Rolle	585-225-4200		rolle@renacad.org
Phone Contact for After Hours Emergencies				

m1b. Is site 1 in public (co-located) space or in private space?

Private Space

IF LOCATED IN PRIVATE SPACE IN NYC OR IN DISTRICTS OUTSIDE NYC

m1d. Upload a current Certificate of Occupancy (COO) and the annual Fire Inspection Report for school site 1 if located in private space in NYC or located outside of NYC .

Certificate of Occupancy and Fire Inspection. Provide a copy of a current and non-expired certificate of occupancy (if outside NYC or in private space in NYC). For schools that are not in district space (NYC co-locations), provide a copy of a current and non-expired certificate of occupancy, and a copy of the current annual fire inspection results, which should be dated on or after July 1, 2021.

Site 1 Certificate of Occupancy (COO)

[C of O School Building .pdf](#)

Filename: C of O School Building .pdf **Size:** 160.3 kB

Site 1 Fire Inspection Report

[Updated Ren Academy 2021 Fire Inspection Summary .pdf](#)

Filename: Updated Ren Academy 2021 Fire Inspection Summary .pdf **Size:** 70.2 kB

CHARTER REVISIONS DURING THE 2020-2021 SCHOOL YEAR

n1. Were there any revisions to the school's charter during the 2020-2021 school year? (Please include approved or pending material and non-material charter revisions).

Yes

n2. Summary of Charter Revisions

	Category (Select Best Description)	Specific Revision (150 word limit)	Date Approved by BOT (if applicable)	Date Approved by Authorizer (if applicable)
1	Other	RACS Finance Policies and Procedures	06/18/2020	08/24/2020
2	Change in admissions/enrollment policy	Weighted Lottery ELL	09/16/2020	09/16/2020
3	Change in discipline or code of conduct policy	School Discipline Policy	08/12/2020	08/21/2020
4	Change in admissions/enrollment policy	Weighted Application for SWDs	07/15/2020	09/24/2020
5	Change in organizational structure	Organization Chart Change	12/16/2020	01/28/2021

More revisions to add?

Yes

n2. Summary of Charter Revisions

	Category (Select Best Description)	Specific Revision (150 word limit)	Date Approved by BOT (if applicable)	Date Approved by Authorizer (if applicable)
6	Change in Bylaws	Non-Material Revision	03/17/2021	05/06/2021
7	Change in personnel policy	Non-Material Revision	03/17/2021	05/06/2021
8	Change in Bylaws	Non-Material Revision	04/21/2021	07/13/2021
9				
10				

o. Has your school's Board of Trustee's approved a budget for the 2020-2021 FY?

Yes

ATTESTATIONS

p. Individual Primarily Responsible for Submitting the Annual Report.

Name	Donna Marie Cozine
Position	CEO
Phone/Extension	585-225-4200-202
Email	cozine@renacad.org

p. Our signatures (Executive Director/School Leader/Head of School and Board President) below attest that our school has reviewed, understands and will comply with the employee clearance and fingerprint requirements as outlined in Entry 10 and found in the [NYSED CSO Fingerprint Clearance Oct 2019 Memo](#). Click **YES** to agree.

Responses Selected:

Yes

q. Our signatures (Executive Director/School Leader/Head of School and Board President) below attest that all of the information contained herein is truthful and accurate and that this charter school is in compliance with all aspects of its charter, and with all pertinent Federal, State, and local laws, regulations, and rules. We understand that if any information in any part of this report is found to have been deliberately misrepresented, that will constitute grounds for the revocation of our charter. Click **YES** to agree and then use the mouse on your PC or the stylus on your mobile device to sign your name).

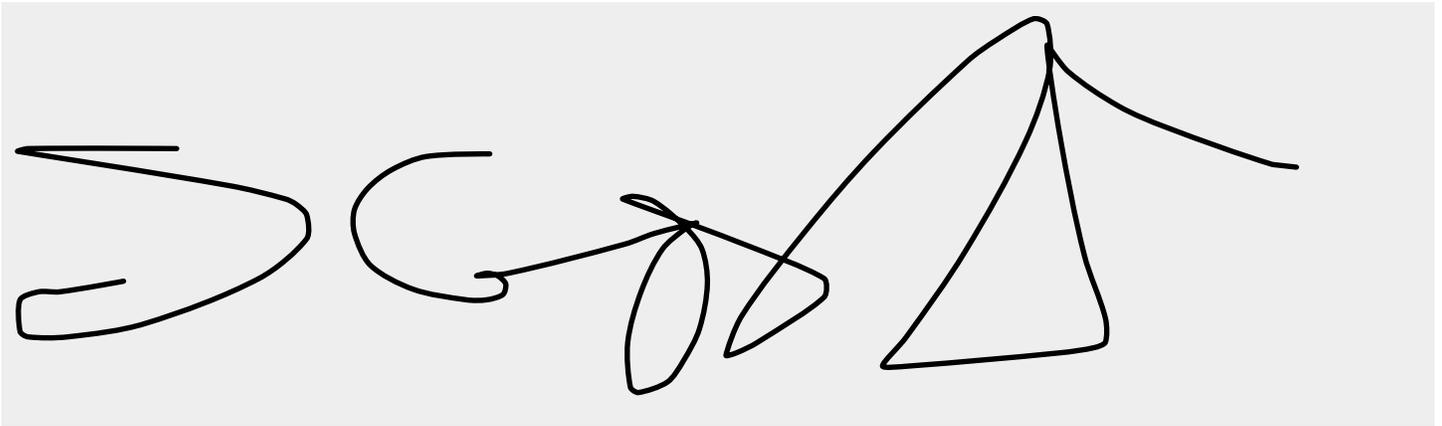
Responses Selected:

Yes

Signature, Head of Charter School

A handwritten signature in black ink on a light gray background. The signature is cursive and appears to be the initials 'DMC' followed by a stylized flourish.

Signature, President of the Board of Trustees

A handwritten signature in black ink on a light gray background. The signature is stylized and appears to be 'S. C. [unclear]'. It consists of several loops and a large triangular shape on the right side.

Date

Jul 29 2021

Thank you.



Entry 3 Progress Toward Goals

Completed Jul 29 2021

Instructions

Regents, NYCDOE, and Buffalo BOE-authorized charter schools

For the 2020-2021 school year, any academic or organization goals that cannot be evaluated due to school closure resulting in a lack of data and changes in testing, surveying, and other usual practices should be reported as "N/A". **Deadline is November 1, 2021.**

PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.

Entry 3 Progress Toward Goals

PROGRESS TOWARD CHARTER GOALS

Board of Regents-authorized and NYCDOE-authorized charter schools only.

Complete the tables provided. List each goal and measure as contained in the school's currently approved charter, and indicate whether the school has met or not met the goal. Please provide information for all goals no later than November 2, 2021.

1. ACADEMIC STUDENT PERFORMANCE GOALS

For the 2020-2021 school year, any academic goals that cannot be evaluated due to school closure resulting in a lack of data and changes in testing, surveying, and other usual practices should be reported as "N/A".

2020-2021 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Not Met or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Academic Goal 1	RA students' differential from pre-COVID assessment data to post-COVID assessment data will be less than that experienced by RCSD and	NYS Assessment in ELA, math, and science	Unable to Assess	N/A

	Greece.			
Academic Goal 2	Provide a high level program for both our in person, hybrid and 100% remote students.	Re-Opening Plan Survey Results Academic data Weekly Data Meetings	Met	
Academic Goal 3	To monitor diagnostic and interim assessments to mitigate the impact of COVID slide.	Weekly Data Meetings ERA Data DRA Data Exit Tickets Iready Data Interim Assessments	Met	
Academic Goal 4	To support and implement educational pedagogies aligned to high quality remote instruction.	Glow and Grow Observations Formal Observations Coaching Cycles Planning Meetings	Met	
Academic Goal 5	To provide a high level of support for our teachers by adding additional coaching and departmentalizing their responsibilities.	Coaching training Navigator Math Program Weekly Data Meetings Coaching Cycles Glow and Grow Observations Planning Meetings	Met	
Academic Goal 6	Provide ongoing, job embedded professional learning to ensure staff were implementing programs and initiatives with fidelity.	PD Calendar PD session overview Results of Glow and Grow Observations	Met	
	Provide access to			

Academic Goal 7	person, hybrid and 100% remote students to ensure participation.	Reopening plan	Met	
Academic Goal 8	Create a consistent method for data visualization presentations to the board that shows growth over time for student cohorts.	Academic Committee Meeting Minutes Academic reports to the board Consistent data visualization for each cohort	Met	
Academic Goal 9	To implement the Wit and Wisdom and "Wilson Foundations" programs with fidelity.	Support by instructional coach Embedded PD Explicit PD Glow and Grow Observations	Met	
Academic Goal 10				

2. Do have more academic goals to add?

No

4. ORGANIZATION GOALS

For the 2020-2021 school year, any organization goals that cannot be evaluated due to school closure resulting in a lack of data and changes in testing, surveying, and other usual practices should be reported as "N/A".

2020-2021 Progress Toward Attainment of Organization Goals

	Organizational	Measure Used to	Goal - Met, Not	If not met,
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	Goal	Evaluate Progress	Met, or Unable to Assess	describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Org Goal 1	Create a succession planning for the CEO position.	Plan completed	Met	
Org Goal 2	Creation & Completion of a new CEO evaluation form and data matrix	Creation of the evaluation form Piloted the evaluation form with the current CEO Data aligned to the CEO matrix	Met	
Org Goal 3	HR Audit conducted by a HR company to determine areas of need.	Completed HR Audit	Met	
Org Goal 4	HR Generalist hired to address issues identified by the HR Audit.	HR Generalist job description created HR Generalist hired.	Met	
Org Goal 5	Job descriptions of the key leadership positions updated.	Job descriptions created and approved by the board.	Met	
	Update the hiring	Updated hiring policy approved by NYSED		

Org Goal 6	policy to ensure compliance with the fingerprinting policy	Updated hiring policy in use during hiring season.	Met	
Org Goal 7	To conduct a comprehensive CEO Search and hire a new CEO	New CEO on board for the 2021-2022 school year	Met	
Org Goal 8	Update the organizational chart to ensure fidelity to the organization of the mission and alignment to the Performance Framework..		Met	
Org Goal 9	To create a Development Plan with the goal of raising \$33,000 in gross income.	Profit and Loss statement	Met	
Org Goal 10	To add a RA parent to the Resource Development Committee.	Parent added to the committee.	Met	
Org Goal 11	To increase the number of board members.	Updated By Laws to increase the max number of board members from 11 to 13.	Met	
Org Goal 12				
Org Goal 13				
Org Goal 14				
Org Goal 15				
Org Goal 16				

Org Goal 17				
Org Goal 18				
Org Goal 19				
Org Goal 20				

5. Do have more organizational goals to add?

No

6. FINANCIAL GOALS

2020-2021 Progress Toward Attainment of Financial Goals

	Financial Goals	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Partially Met	If not met, describe efforts the school will take to meet goal.
Financial Goal 1	Review/Revise Financial Operations Guidelines	Revised Financial policy and procedures approved by the board and the state.	Met	
Financial Goal 2	Establish Building/Facilities Reserve Fund	Reserve fund created and regularly updated	Met	
Financial Goal 3	Align financial reporting to include the financial indicators mandated by the state	Monthly financial statements include an accounting of the financial indicators.	Met	
Financial Goal 4				
Financial Goal 5				

7. Do have more financial goals to add?

No

Thank you.

Entry 4 - Audited Financial Statements

Completed Nov 30 2021

Required of ALL Charter Schools

ALL SUNY-authorized charter schools must upload the financial statements in .pdf format into the SUNY Epicenter system no later than **November 1, 2021**. SUNY CSI will forward to NYSED CSO.

ALL Regents, NYCDOE, and Buffalo BOE authorized charter schools must upload final, audited financial statements to the [Annual Report Portal](#) no later than **November 1, 2021**. Upload the independent auditor's report, any advisory and/or management letter, and the internal controls report as one submission, combined into a .PDF file, ensuring that security features such as password protection are turned off.

PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.

[RACSotA Financial Statement 2021](#)

Filename: RACSotA Financial Statement 2021.pdf Size: 510.7 kB

Entry 4b - Audited Financial Report Template (BOR/NYC/BOE)

Completed Dec 20 2021

[Instructions - Regents-Authorized Charter Schools ONLY](#)

Regents-authorized schools must download and complete the Excel spreadsheet entitled "Audited Financial Report Template" from the online portal or the website at [2020-2021 Charter School Annual Report webpage](#). Upload the completed file in Excel format. **Due November 1, 2021.**

Education Corporations with more than one school should complete the Excel spreadsheet for the Education Corporation as a whole, not for the individual schools. Please submit the same Excel spreadsheet for each of the schools.

PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.

[Renaissance Academy CS of the Arts_BEDS-260501861067_2020-21](#)

Filename: Renaissance Academy CS of the Art UICzrnM.xlsx Size: 75.4 kB

Entry 4c - Additional Financial Documents

Completed Nov 1 2021

Instructions - Regents, NYCDOE and Buffalo BOE authorized schools must upload financial documents in this section **by November 1, 2021**. The items listed below should be uploaded, with an explanation if not applicable or available. For example, a "federal Single Audit was not required because the school did not expend federal funds of more than the \$750,000 Threshold."

1. Advisory and/or Management letter
2. Federal Single Audit
3. CSP Agreed-Upon Procedure Report
4. Evidence of Required Escrow Account for each school^[1]
5. Corrective Action Plan for Audit Findings and Management Letter Recommendations

[1] Note: For BOR schools chartered or renewed after the 2017-2018 school year, the escrow account per school is \$100,000.

PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.

[Renaissance Single Audit Financial Statement 2021](#)

Filename: Renaissance Single Audit Financial egHPWbp.pdf **Size:** 461.6 kB

[Renaissance](#)

Filename: Renaissance.pdf **Size:** 96.5 kB

Entry 4d - Financial Services Contact Information

Completed Oct 29 2021

Instructions: Please enter the contact information for school staff, firms or other entities providing financial services to the education corporation **by November 1, 2021**.

Form for "Financial Services Contact Information"

1. School Based Fiscal Contact Information

	School Based Fiscal Contact Name	School Based Fiscal Contact Email	School Based Fiscal Contact Phone
	Dr. Kymberly Cruz	[REDACTED]	[REDACTED]

2. Audit Firm Contact Information

	School Audit Contact Name	School Audit Contact Email	School Audit Contact Phone	Years Working With This Audit Firm
	Heveron & Company	[REDACTED]	[REDACTED]	8

3. If applicable, please provide contact information for the school's outsourced financial services firm.

	Firm Name	Contact Person	Mailing Address	Email	Phone	Years With Firm
	Marino Advisory Group	Harry Marino	7600 E River Road, Rush, NY 14543	[REDACTED]	[REDACTED]	2

Entry 5 - Fiscal Year 2021-2022 Budget

Completed Jul 30 2021

Instructions - Regents, NYCDOE, and Buffalo BOE authorized charter schools should upload a copy of the school's FY21 Budget using the 2021-2022 [Projected Annual Budget template](#) in the portal or from the Annual Report website **by November 1, 2021**.

The assumptions column should be completed for all revenue and expense items unless the item is self-explanatory. Where applicable, reference the page number or section in the application narrative that indicates the assumption being made. For instance, student enrollment would reference the applicable page number in Section I, C of the application narrative.

Instructions - SUNY authorized charter schools should download the [2021-2022 Budget and Quarterly Report Template](#) on the SUNY website or Epicenter and upload the completed template into the portal **by November 1, 2021**.

PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.

[2021-2022 State Report budget](#)

Filename: 2021 2022 State Report budget.xlsx Size: 35.9 kB

Entry 6 - Board of Trustees Disclosure of Financial Interest Form

Completed Jul 29 2021

Required of ALL Charter Schools by August 2

Each member of the charter school’s Board of Trustees who served on a charter school education corporation governing one or more charter schools for any period during the 2020-2021 school year must complete a signed:

- Regents, NYCDOE, and Buffalo BOE Authorized Schools: [Disclosure of Financial Interest Form](#)
- SUNY- Authorized Charter Schools: [SUNY Trustee Financial Disclosure Form](#)

All completed forms must be collected and uploaded in .PDF format for each individual member. **If a trustee is not able or available to complete the form by the deadline, the education corporation is responsible for doing so on behalf of the trustee.** (Forms completed from past years will not be accepted).

Trustees serving on an education corporation that governs more than one school are not required to complete a separate disclosure for each school governed by the **education** corporation. In the Disclosure of Financial Interest Form, trustees must disclose information relevant to any of the schools served by the governing education corporation. Note: Docusign is accepted.

BOT

Filename: BOT.Financials.pdf **Size:** 1.9 MB

Entry 7 BOT Membership Table

Completed Jul 29 2021

Instructions

Required of All charter schools

ALL charter schools or education corporations governing multiple schools must complete the Board of Trustees Membership Table within the online portal. Please be sure to include and identify parents who are members of the Board of Trustees and indicate whether parents are voting or non-voting members.

Entry 7 BOT Table

1. SUNY-AUTHORIZED charter schools are required to provide information for VOTING Trustees only.
2. REGENTS, NYCDOE, and BUFFALO BOE-AUTHORIZED charter schools are required to provide information for all --VOTING and NON-VOTING-- trustees.

1. 2020-2021 Board Member Information (Enter info for each BOT member)

Trustee Name	Trustee Email Address	Position on the Board	Committee Affiliation	Voting Member Per By-	Number of Terms Served	Start Date of Current	End Date of Current	Board Meetings

				ns	Laws (Y/N)		Term (MM/DD /YYYY)	Term (MM/DD /YYYY)	Attende d During 2020- 2021
1	Steven Gordon		Chair	Finance Governance	Yes	6	01/13/2021	01/13/2022	11
2	Bert Brinkerhoff		Treasurer	Finance Development	Yes	5	04/14/2021	04/14/2022	12
3	Aaron Rosen		Trustee/ Member	Governance	Yes	3	04/11/2020	12/16/2020	5 or less
4	Thomas Merkel		Trustee/ Member	Academic	Yes	1	09/20/2020	09/20/2021	10
5	Natalie Washington		Secretary	Human Resources; Succession Planning	Yes	1	09/20/2020	09/20/2021	12
6	Amy Reingold		Trustee/ Member	Development	Yes	1	09/20/2020	09/20/2021	12
7	Alan Caine		Vice Chair	Finance	Yes	1	10/20/2020	11/18/2020	5 or less
8	Linda Dickey		Trustee/ Member	Academic/ Governance	Yes	1	12/04/2020	12/04/2021	11

9	Cheryl Hayward		Trustee/Member	Governance	Yes	1	02/20/2021	02/20/2022	7
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1a. Are there more than 9 members of the Board of Trustees?

Yes

1b. Current Board Member Information

	Trustee Name	Trustee Email Address	Position on the Board	Committee Affiliations	Voting Member Per By-Laws (Y/N)	Number of Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2020-2021
10	Kristian Walker		Trustee/Member	Development	Yes	1	12/15/2020	12/15/2021	9
11					No				
12									
13									
14									
15									

1c. Are there more than 15 members of the Board of Trustees?

No

2. INFORMATION ABOUT MEMBERS OF THE BOARD OF TRUSTEES

1. SUNY-AUTHORIZED charter schools provide response relative to VOTING Trustees only.
2. REGENTS, NYCDOE, and BUFFALO BOE-AUTHORIZED charter schools provide a response relative to all trustees.

a. Total Number of BOT Members on June 30, 2021	8
b.Total Number of Members Added During 2020-2021	2
c. Total Number of Members who Departed during 2020-2021	4
d.Total Number of members, as set in Bylaws, Resolution or Minutes	11

3. Number of Board meetings held during 2020-2021

12

4. Number of Board meetings scheduled for 2021-2022

12

Thank you.

Entry 8 Board Meeting Minutes

Completed Jul 29 2021

Instructions - Required of Regents, NYCDOE, and Buffalo BOE Authorized Schools ONLY

Schools must upload a complete set of monthly board meeting minutes (July 2020-June 2021), which should match the number of meetings held during the 2020-2021 school year, as indicated in the above table. The minutes provided must be the final version approved by the school's Board of Trustees and may be uploaded individually or as one single combined file. Board meeting minutes must be submitted by August 2, 2021.

[2684_045](#)

Filename: 2684_045.pdf Size: 191.1 kB

[2684_001](#)

Filename: 2684_001.pdf Size: 2.3 MB

Entry 9 Enrollment & Retention

Completed Jul 29 2021

[Instructions for submitting Enrollment and Retention Efforts](#)

ALL charter schools must complete this section. Describe the good faith efforts the charter school has made in 2020-2021 toward meeting targets to attract and retain the enrollment of Students with Disabilities (SWDs), English Language Learners (ELLs), and students who are economically disadvantaged. In addition, describe the school's plans for meeting or making progress toward meeting its enrollment and retention targets in 2021-2022.

Entry 9 Enrollment and Retention of Special Populations

[Instructions for Reporting Enrollment and Retention Strategies](#)

Describe the efforts the charter school has made in 2020-2021 toward meeting targets to attract and retain enrollment of students with disabilities, English language learners, and students who are economically disadvantaged. In addition, describe the school's plans for meeting or making progress toward meeting its enrollment and retention targets in 2021-2022.

Recruitment/Attraction Efforts Toward Meeting Targets

	Describe Recruitment Efforts in 2020-2021	Describe Recruitment Plans in 2021-2022
	RA has made the retention targets for economically disadvantaged students. RA has been able to meet these targets	

<p>Economically Disadvantaged</p>	<p>by recruiting at Head Start facilities, advertising in the Rochester area, canvassing neighborhoods, handing out flyers, and participating in Charter School Fairs. Head Start facilities provide pre-school services to economically disadvantaged students. RA will continue to survey parents around a variety of program components and use that data to increase retention. If a student shall leave our school we will follow up on the reason and identify any need for improvement.</p>	<p>RA will continue to target organizations that serve low-income students.</p>
	<p>RA has consistently not met enrollment targets for ELL students. Over the past five years RA has made significant efforts and it appears that the efforts are beginning to pay dividends. The Board of Trustees added a weighted lottery for ELL students for the 2021 school lottery. In an effort to communicate with ELL families in their native language, RA provided recruitment material in 9 languages to inform potential ELL families about RA. We contracted Propio interpreting services to translate our flyer, application and instruction sheet into the following languages: Arabic, Spanish, Burmese, Nepali, French, Chinese, Somali, Karen, and Swahili. RA also utilized Propio's interpreting services during phone and face to face conversations as well. RA also utilizes Talking Points to</p>	

communicate with ELL families via text messages. Due to the COVID-19 Pandemic, social distancing and mask wearing was mandated during recruitment season that resulted in less contact with many of our pre-k programs and other community organizations that assist ELL families. RA brainstormed ideas and executed several recruitment events that were informative, safe and fun! RA relied on traditional advertising such as: radio, billboards, RTS promotions at designated bus stops and Transit Center's monitors, Greece Ridge Mall Walk Up Advertising, canvassing neighborhoods, social media. RA also sought out non-traditional recruitment ideas such as: a Virtual Open House (RA's and GoodSchool Rocs'), Pizza Box advertising, and our first ever Drive-Thru Open House.

Despite the fact that many of the pre-k programs did not host a recruitment event this year, the FSC maintained communication with the recruitment coordinators and requested that they identify any ELL families that she could speak with. The FSC was invited to attend two pre-k recruitment events that were held outdoor as well as indoor while maintaining social distance and wearing a mask. She also displayed the ELL posters and/or fliers in each location as well. Child Care agencies: The Rochester Childfirst Network, The downtown YMCA Child Care

services families who come from the Congo, Somali, and Puerto Rico, ABC Head Start, IBERO and Volunteers of America. The FSC also asked the coordinators to forward electronic flyers about RA's recruitment events on their class apps and emails. The FSC also asked current ELL families to distribute fliers and encourage their friends and families to apply to RA.

The Family Services Coordinator (FSC) continues to take exhaustive steps to reach out to a multitude of organizations. She has contacted numerous organizations, which include Head Start, Preschool contacts, Library ELL Classes, Canvassing neighborhoods, and sharing informational brochures and fliers in both English and nine various languages about our school programs and services. In addition she increased the range and number of contacts to include No One Left Behind, Mary's Place, a refugee outreach center, Rochester Refugee Resettlement Services, Saint's Place, Rochester Chin Christian Church, Refugees helping Refugees, Retired and active ESOL teachers, BOCES, Ibero, a Spanish community center, including their Early Childhood Services division, Lake Avenue Baptist Church and the Lighthouse Christian Fellowship Church, whose congregants include Burmese Refugees, the Maplewood library that sponsors ELL classes for various groups

RA will continue to take the many steps it has outlined for the recruitment of ELL/MLL students. Additionally, RA will continue to develop relationships with organizations that aid refugees.

who come from Yemen, South East Asia, Nepal, Somalia, Burma, and Thailand.

The FSC and a handful of staff, including the CEO canvassed neighborhoods that were identified as residents of ELL families where the primary languages spoken are Nepali, Karen, Swahili, and Somali. They passed out fliers and spoke with several families. She also went to ethnic markets and local businesses such as the Nepali Kitchen in Henrietta to hang fliers. After 3 years of relationship-building the Family Services Coordinator partnered with a refugee organization that referred her to 25 families and connected the FSC with two interpreters who spoke Somali and Karen. The Somali interpreter is a huge supporter of charter schools and was willing to accompany the FSC and two other RA staff to a high rise apartment building and several townhouses, to hang flyers and speak with families. This relationship yielded in 8-10 families applying who spoke Somali and Spanish. The interpreter also went live on Instagram and invited families to come to the high rise to learn more about RA. The Somali interpreter also accompanied the FSC on another occasion to recruit families.

The Karen interpreter, who is a stay-at-home mother, was not able to canvass any neighborhoods. However, she

RA will also increase the door to door outreach that it began in the spring of 2021

recruited and interpreted for a Karen family of 3 students that applied and accepted enrollment to RA for the upcoming school year. The FSC also partnered with a pre-k program that identified 13 potential ELL families. The Administrative Assistant who speaks Spanish accompanied the FSC to recruit and talk with the identified families. This partnership resulted in 3 families enrolling in RA for the 2021-2022 school year.

This year the FSC was able to introduce herself and connect with the following organizations for the first time: Genesee Health Services Center for Refugees Health, Diane Vandom- Practice Manager, NYS Division of Child Care Services and Community Services, Dereck Fumano, The Community Place, Hope Christian Fellowship - Pastor Albert Kalonji (spoken language is French), and Refugee Rochester - Ken Pitcher. The FSC will work towards building these relationships and will continue to share information about RA with these new partners.

Other organizations that the FSC continues to reach out to was No One Left Behind, Mary's Place - A refugee outreach center, Rochester Refugee Resettlement Services, Saint's Place, Refugees Helping Refugees, Lighthouse Christian Fellowship, reached out to a number of apartment

complexes that houses refugees/ELL families, Monroe Community College (MCC) - Cross-Cultural Counseling staff member - Donald Beech. The FSC will continue to foster this relationship and looks forward to seeing the fruits of her labor blossoming into families applying and registering for RA.

The above efforts culminated in 45 self-identified ELL applications to our school for the 2021-2022 school year. As of this are 5 students who are being evaluated to determine if they will qualify for services. RA continues to discover that displaced refugees are unaware of school choice for their children and that they register their children at the public school where they are housed.

BEDS day data often shows the % of SWD lower than Rochester and Greece because the largest population of entering students are in kindergarten who may have had CPSE services have often lost those services as they moved to kindergarten. It takes 6-9 months for RA to get services for those students who qualify. By the end of each calendar year RA aligns more closely with RCSD and Greece with regard to the percentage of students who are classified as students with disabilities. RA has been able to accomplish this by recruiting for our kindergarten classes from a number of preschool programs and UPK centers that serve

Students with Disabilities

children with disabilities. As stated in the previous item, students who come to us from RCSD are declassified by RCSD prior to attending our school, negatively affecting our percentage of SWD. BEDS data indicate that pre-K students who attend RCSD remain a SWD. RA closely monitors students who were classified in Pre-school who are registered to start school with us. In fact, RA school representatives attend IEP meetings at their resident school prior to them starting school with us, in order to learn as much as we can about our students' needs. Each of these students begins their kindergarten year with an RTI plan. If after continuous progress monitoring shows no growth RA will request a meeting of the CSE to review data and determine eligibility for services. RA data on SWD indicates that the number of students who are classified as SWDs increased by the close of the school year. Program services for students with disabilities are reviewed by our Coordinator of Special Services and the Directors of Education. They are guided by the following questions: Are students meeting their IEP goals? If they are not why? Do we need to make changes to our program to strengthen our approach to teaching students with disabilities? During our charter term, when faced with evidence that we were not meeting the needs of a group of students, RA

RA will follow the same recruitment steps for the following year. The school will also create resources specifically for parents of potential special education students so that they are informed of the various programs. RA has added a multi-age classroom for grades 1-3 to support those students in the primary program with more serious needs. We already have students accepted in that program from the lottery. Additionally, RA has aligned the responsibilities of the Coordinator of External Special Education to ensure there are responsibilities for working with the Family Services Coordinator in recruiting students with disabilities.

worked with the NYSED Office of Special Services, RCSD, and our internal staff to create a 15:1 class. Since beginning that class, 2 students of the 11 in the class have moved out to a less restrictive environment and one has moved into the class because of his level of need. When a student with disabilities leaves our school, it is often because they need to be in a program that we do not have or they have moved to a different resident district. RA's instructional program has proven to be impactful for our students with disabilities. Over the course of our charter term, 10 students with disabilities have been DECLASSIFIED. The declassification of SWD is always the goal of education. The declassification of these students is definitive evidence that RA's program is meeting the needs of SWDs. This recruitment season RA's advertisements focused on ELL students and students with learning challenges. The goal was to inform the Rochester community of RA's diverse student population and encourage families to apply. The Board of Trustees added a weighted lottery for students with disabilities which increased the number of students enrolled. We had 47 students with disabilities in the lottery and as of this report 11 have been enrolled.

Retention Efforts Toward Meeting Targets

	Describe Retention Efforts in 2020-2021	Describe Retention Plans in 2021-2022
Economically Disadvantaged	<p>This has been an area of strength for RA. RA will continue to target Head Start preschool programs and other programs located in the needier areas of Rochester. RA will continue to survey parents around a variety of program components and use that data to increase retention. If a student shall leave our school, RA will follow up on the reason and identify any need for improvement.</p>	<p>RA will continue to survey parents around a variety of program components and use that data to increase retention. If a student shall leave our school we will follow-up on the reason and identify any need for improvement. The family services coordinator will review reasons given for leaving and determine what changes, if any, should be made to enhance the experience of the students and their families. RA will be launching Ready 4K, a technology enabled program to reach out to all of our families. Built into this platform are resources to help those families who are economically disadvantaged.</p>
	<p>Make an effort to ensure our current families are happy with their child's experience at RA by surveying our ELL families mid-year and hosting events that bring ELL families together. RA continues to develop relationships with Refugee and Immigration Centers, religious outreach centers, centers that have been established for individuals from other countries such as Ibero and other Spanish speaking organizations. RA's Family Services Coordinator leads our outreach efforts. RA has been diligent and wide-ranged in our outreach. A list of RA's outreach data to date is</p>	<p>RA will increase the opportunities</p>

<p>English Language Learners</p>	<p>listed in item 4 of this section. RA will continue to develop and strengthen relationships with each of the school's contacts and seek additional outreach opportunities. RA will provide flyers about the school in English, Arabic, Spanish, Burmese, Nepali, French, Chinese, Somali, Karen, and Swahili. The school will continue to invite center leaders and parents to tour the school, offering translation services when needed. RA will follow the recommendations of ESOL specialists who RA has brainstormed with to identify and recruit ELL students. These include but are not limited to, attending ethnic markets, going to libraries frequented by foreigners such as Maplewood Library, reaching out to religious organizations whose congregation is made up of primarily ELL families and refugee health centers, and continuing to foster new and existing relationships with refugee organizations and pre-k programs.</p>	<p>for ELL/MLL families to come together. The FSC will continue to reach out to families to determine levels of satisfaction and need for programmatic adjustments. Ready 4K, a technology-enabled program to reach out to all of our families. RA invested additional funds in the program to ensure the content is interpreted into all of the languages of our families, not just Spanish and Arabic.</p>
<p>Students with Disabilities</p>	<p>RA continues to conduct outreach to organizations for students with disabilities including Head Start Preschool programs that provide special education services to students. RA will continue its current practice of attending the IEP meetings of incoming students as they transition to our school. RA reviews our program guided by the following: Are students meeting their IEP goals?</p>	<p>RA will work with the RCSD department of special services to get students the services they need. The school will also contact parents regularly to determine their levels of satisfaction. Results of those conversations will inform changes that may need to be made at RA. Ready 4K, a technology enabled program to reach out to all of our families. Built into this platform are</p>

If they are not, why? Do we need to make changes to our program to strengthen our approach to teaching students with disabilities? RA will continue to liaise with sending districts to advocate for services for students who are eligible for them.

resources to help those families who have students with disabilities. The Coordinators of External and Internal Special Services will be responsible for culling information from families that can be used to increase retention.

Entry 10 - Teacher and Administrator Attrition

Completed Jul 29 2021

Form for "Entry 10 - Teacher and Administrator Attrition" Revised to Employee Fingerprint Requirements Attestation

A. TEACH System - Employee Clearance

Charter schools must ensure that all prospective employees^[1] receive clearance through [the NYSED Office of School Personnel Review and Accountability](#) (OSPRA) prior to employment. **This includes paraprofessionals and other school personnel that are provided or assigned by the district of location, or related/contracted service providers.** After an employee has been cleared, schools are required to maintain proof of such clearance in the file of each employee. For the safety of all students, charter schools must take immediate steps to terminate the employment of individuals who have been denied clearance. Once the employees have been terminated, the school must terminate the request for clearance in the TEACH system.

In the Annual Report, charter schools are asked to confirm that all employees have been cleared through the NYSED TEACH system; and, if denied clearance, confirm that the individual or employee has been removed from the TEACH system, and is not employed by the school.

^[1] Employees that must be cleared include, but are not limited to, teachers, administrative staff, janitors, security personnel and cafeteria workers, and other staff who are present when children are in the school building. **This includes paraprofessionals and other school personnel that are provided or assigned by the district of location, as well as related/contracted service providers.** See NYSED memorandum dated October 1, 2019 at <http://www.p12.nysed.gov/psc/aboutcharterschools/lawsandregs/EmployeeFingerprintOct19.pdf> or visit the NYSED website at: <http://www.highered.nysed.gov/tsei/ospra/fingerprintingcharts.html> for more information regarding who must be fingerprinted. Also see, 8 NYCRR §87.2.

B. Emergency Conditional Clearances

Charter schools are **strongly discouraged** from using the emergency conditional clearance provisions for prospective employees. This is because the school must simultaneously request clearance through NYSED TEACH, and the school's emergency conditional clearance of the employee terminates automatically once the school receives notification from NYSED regarding the clearance request. Status notification is provided for all prospective employees through the NYSED TEACH portal within 48 hours after the clearance request is submitted. Therefore, at most, a school's emergency conditional clearance will be valid for only 48 hours after approval by the board.

Schools are not permitted to renew or in any way re-establish a prospective employee's emergency conditional clearance after status notification is sent by NYSED through the TEACH portal.

Schools are asked to attest that they have reviewed and understand these requirements. More information can be found in the memo at

<http://www.p12.nysed.gov/psc/aboutcharterschools/lawsandregs/EmployeeFingerprintOct19.pdf>.

Attestation

Responses Selected:

I hereby attest that the school has reviewed, understands, and will comply with these requirements.

Entry 11 Percent of Uncertified Teachers

Completed Jul 29 2021

Instructions

Required of Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY

The table below reflects the information collected through the online portal for compliance with New York State Education Law 2854(3)(a-1) for teaching staff qualifications. Uncertified teachers are those not certified pursuant to the State Certification Requirements established by the NYSED Commissioner of Education.

Enter the relevant full-time equivalent (FTE) count of teachers in each column. For example, a school with 20 full-time teachers and 5 half-time teachers would have an FTE count of 22.5.

Entry 11 Uncertified Teachers

School Name:

Instructions for Reporting Percent of Uncertified Teachers

Required of Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools

The table below reflects the information collected through the online portal for compliance with New York State Education Law 2854(3)(a-1) for teaching staff qualifications. Uncertified teachers are those not certified pursuant to the State Certification Requirements established by the NYSED Commissioner of Education. Enter the relevant full-time equivalent (FTE) count of teachers in each column. For example, a school with 20 full-time teachers and 5 half-time teachers would have an FTE count of 22.5.

If more than one line applies to a teacher, please include in only one FTE uncertified category. Please do not include paraprofessionals, such as teacher aides.

CATEGORY A. 30% OR 5 UNCERTIFIED TEACHERS WHICHEVER IS LESS

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2021)	3
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2021)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2021)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2021)	2
Total Category A: 5 or 30% whichever is less	5.0

CATEGORY B. PLUS FIVE UNCERTIFIED TEACHERS IN MATHEMATICS, SCIENCE, COMPUTER SCIENCE, TECHNOLOGY OR CAREER AND TECHNICAL EDUCATION.

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2021)	2
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2021)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2021)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2021)	0
Total Category B: not to exceed 5	2.0

CATEGORY C: PLUS 5 ADDITIONAL UNCERTIFIED TEACHERS

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2021)	4
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2021)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2021)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2021)	0
Total Category C: not to exceed 5	4.0

CATEGORY D: TOTAL FTE COUNT OF UNCATEGORIZED, UNCERTIFIED TEACHERS

(Include teachers who do not fit in one of these categories or if did fit would exceed the numerical limits for that category)

	FTE Count
Total Category D	11

CATEGORY E: TOTAL FTE COUNT OF CERTIFIED TEACHERS

	FTE Count
Total Category E	44

CATEGORY F: TOTAL FTE COUNT OF ALL TEACHERS

Please do not include paraprofessionals, such as teacher aides.

	FTE Count
Total Category F	55



Thank you.

Entry 12 Organization Chart

Completed Jul 29 2021

[Instructions](#)

Required of Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY

Upload the 2020-2021 **Organization Chart**. The organization chart should include position titles and reporting relationships. Employee names should not appear on the chart

[Revised RA FINAL 2020 Org Chart - Nonprofit \(1\)](#)

Filename: Revised RA FINAL 2020 Org Chart N LeY9jMA.pdf **Size:** 223.5 kB

Entry 13 School Calendar

Completed Jul 29 2021

[Instructions for submitting School Calendar](#)

Required of ALL Charter Schools

Given these uncertain and changing times, charter schools may or may not have a school calendar ready to upload by the submission deadline this year of August 2, 2021. If the charter school has a tentative calendar based on available information and guidance at the time, please submit with the August 2nd submission. Charter schools will be able to upload an updated school calendar into the portal at any time but no later than **September 15, 2021**.

School calendars must meet the [minimum instructional requirements](#) as required of other public schools *"... unless the school's charter requires more instructional time than is required under the regulations."*

Board of Regents-authorized charter schools are required to submit school calendars that clearly indicate the start and end date of the instructional year AND the number of instructional hours and/or instructional days for each month.

PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.

[Draft 2021-2022 School Calander \(KJ\) - YearlyCalendar](#)

Filename: Draft 2021 2022 School Calander KJ Vzd6Vhx.pdf Size: 70.7 kB

Entry 14 Links to Critical Documents on School Website

Completed Jul 29 2021

Instructions

Required of Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY

By law, each charter school is required to maintain certain notices and policies listed on its website. Please insert the link from the school's website for each of the items:

1. Most recently filed Annual Report (i.e., 2019-2020 Annual Report);
2. Most recent board meeting notice, documents to be discussed at the meeting (if any), and webcast of Board meetings (if held virtually per Governor's Executive Order);
3. Link to New York State School Report Card;
4. Lottery Notice announcing date of lottery;
5. Authorizer-approved DASA Policy;
6. District-wide safety plan and Authorizer-approved Discipline Policy (as per August 29, 2019 [Emergency Response Plan Memo](#));
7. Authorizer-approved FOIL Policy; and
8. Subject matter list of FOIL records.
9. Link to School Reopening Plan

Form for Entry 14 Links to Critical Documents on School Website

School Name: Renaissance Academy Charter School of the Arts

Required of ALL Charter Schools noting that SUNY-authorized charter schools are not required to submit item 5: Authorizer-approved DASA policy

By law, each charter school is required to maintain certain notices and policies listed on its website. Please insert the link from the school's website for each of the items:

	Link to Documents
1. Most Recent Annual Report (i.e., 2019-20)	https://core-docs.s3.amazonaws.com/documents/asset/uploaded file/931119/NYSED Annual Report 2020.pdf
2. Most recent board meeting notice, documents to be discussed at the meeting (if any)	http://renaissanceacademyny.apptegy.us/o/renaissance-academy-charter-school-of-the-arts/events?filter=52047
2a. Webcast of Board Meetings (per Governor's Executive Order)	https://www.renacad.org/o/renaissance-academy-charter-school-of-the-arts/page/board--22
3. Link to NYS School Report Card	https://data.nysed.gov/profile.php?instid=800000082488
4. Lottery Notice announcing date of lottery	https://www.renacad.org/o/renaissance-academy-charter-school-of-the-arts/page/good-schools-roc
5. Authorizer-approved DASA Policy (For Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY);	https://5il.co/io6n
6. District-wide Safety Plan	https://5il.co/qwax and Discipline Policy: https://5il.co/lxfx
6a. Authorizer-Approved Discipline Policy (as per August 29, 2019 Emergency Response Plan Memo)	https://core-docs.s3.amazonaws.com/documents/asset/uploaded file/957867/PDI 2 Student Discipline Policy - Approved 2020.pdf
7. Authorizer-Approved FOIL Policy	https://core-docs.s3.amazonaws.com/documents/asset/uploaded file/815939/Renaissance Academy FOIL.pdf
8. Subject matter list of FOIL records	https://5il.co/i0ir

Thank you.



Entry 15 Staff Roster

Completed Dec 20 2021

[INSTRUCTIONS](#)

Required of Regents-Authorized Charter Schools ONLY

Please click on [the MS Excel Staff Roster Template](#) and provide the following information for ANY and ALL instructional and non-instructional employees.

- Full name for any and all employees
- TEACH IDs for any and all employees
- Using the drop down menu, select a role/position (or the best fit) for each employee in the charter school. (Please provide additional information to the Notes Section of the Staff Roster Template as necessary)
- Date of hire and employment start dates
- Number of years each employee has had in their respective professions
- Number of years each employee has had in their current role in the charter school
- Using the drop down menu, select the correct explanation as to why a teacher is teaching outside of their certification area.

[AnnualReportBoRStaffRoster_Renaissance Academy CS](#)

Filename: AnnualReportBoRStaffRoster Renais IVH4VNk.xlsx **Size:** 21.7 kB

New York State Education Department

Request for Proposals to Establish Charter Schools Authorized by the Board
of Regents

2021-2022 Budget & Cash Flow Template

General Instructions and Notes for New Application Budgets and Cash Flows Templates

1	Complete ALL SIX columns in BLUE
2	Enter information into the GRAY cells
3	Cells containing RED triangles in the upper right corner in columns B through G contain guidance on that particular item
4	School district per-pupil tuition information is located on the State Aid website at https://stateaid.nysed.gov/charter/ . Rows may be inserted in the worksheet to accommodate additional districts if necessary.
5	The Assumptions column should be completed for all revenue and expense items unless the item is self-explanatory. Where applicable, please reference the page number or section in the application narrative that indicates the assumption being made. For instance, student enrollment would reference the applicable page number in Section I, C of the application narrative.

Renaissance Academy Charter School of the Arts

PROJECTED BUDGET FOR 2021-2022

PROJECTED BUDGET FOR 2021-2022							Assumptions
July 1, 2021 to June 30, 2022							DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable
Please Note: The student enrollment data is entered below in the Enrollment Section beginning in row 155. This will populate the data in row 10.							
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	
Total Revenue	7,317,300	879,775	-	-	-	8,197,075	
Total Expenses	7,092,505	458,248	-	-	474,864	8,025,616	
Net Income	224,795	421,527	-	-	(474,864)	171,459	
Actual Student Enrollment	457	43					
Total Paid Student Enrollment	-	-					
	PROGRAM SERVICES			SUPPORT SERVICES			
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	
REVENUE							
REVENUES FROM STATE SOURCES							
Per Pupil Revenue	CY Per Pupil Rate						
Greece	\$12,256.00	649,568	12,256	-	-	661,824	
Rochester City School District	\$13,995.00	5,374,080	559,800	-	-	5,933,880	
Churchville-Chili	\$11,296.00	45,184	-	-	-	45,184	
Gates-Chili	\$13,234.00	13,234	13,234	-	-	26,468	
West Irondequoit	\$12,111.00	36,333	-	-	-	36,333	
East Irondequoit	\$13,185.00	65,925	13,185	-	-	79,110	
Brockport	\$13,070.00	26,140	-	-	-	26,140	
Webster	\$12,665.00	25,330	-	-	-	25,330	
Victor	\$12,073.00	12,073	-	-	-	12,073	
Hilton	\$12,308.00	24,616	-	-	-	24,616	
	500 students	6,272,484	598,475			6,870,958	
Special Education Revenue		-	-	-	-	-	
Grants							
Stimulus		-	-	-	-	-	
Other		-	-	-	-	-	
Other State Revenue		-	-	-	-	-	
TOTAL REVENUE FROM STATE SOURCES		6,272,484	598,475			6,870,958	
REVENUE FROM FEDERAL FUNDING							
IDEA Special Needs		-	281,300	-	-	281,300	
Title I		296,000	-	-	-	296,000	
Title II		37,807	-	-	-	37,807	
Title III		2,000	-	-	-	2,000	
Title IV		19,400	-	-	-	19,400	
School Food Service (Free Lunch)		620,319	-	-	-	620,319	
Grants							
Charter School Program (CSP) Planning & Implementation		-	-	-	-	-	
Other		-	-	-	-	-	
Other Federal Revenue		-	-	-	-	-	
TOTAL REVENUE FROM FEDERAL SOURCES		975,526	281,300			1,256,826	
LOCAL and OTHER REVENUE							
Contributions and Donations, Fundraising		20,000	-	-	-	20,000	
Erate Reimbursement		11,800	-	-	-	11,800	
Interest Income, Earnings on Investments,		150	-	-	-	150	
NYC-DYCD (Department of Youth and Community Developmt.)		-	-	-	-	-	
Food Service (Income from meals)		-	-	-	-	-	
Text Book		25,000	-	-	-	25,000	
Other Local Revenue		12,341	-	-	-	12,341	
TOTAL REVENUE FROM LOCAL and OTHER SOURCES		69,291				69,291	
TOTAL REVENUE		7,317,300	879,775			8,197,075	ok
EXPENSES							List exact titles and staff FTE's (Full time equivalent)
ADMINISTRATIVE STAFF PERSONNEL COSTS							
	No. of Positions						
Executive Management	1.17		-	-	157,522	157,522	Chief Executive Officers, 1 FTE and past CEO trainer
Instructional Management	3.00	246,658	-	-	-	246,658	Principal, Asst. Principal, and Director of Arts and Technologt
Deans, Directors & Coordinators	1.00	51,510	-	-	-	51,510	Dean of Students
CFO / Director of Finance	-	-	-	-	-	-	
Operations Manager	1.00	-	-	-	62,367	62,367	Operations Manager
Administrative Staff	4.00	-	-	-	178,825	178,825	Office Staff 2 Secretaries 2
TOTAL ADMINISTRATIVE STAFF	10.17	298,168			398,714	696,882	
INSTRUCTIONAL PERSONNEL COSTS							
Teachers - Regular	21.00	1,000,000	-	-	-	1,000,000	Classroom Teachers 21
Teachers - SPED	8.80	-	428,048	-	-	428,048	Special Ed Teachers 8.8
Substitute Teachers	1.00	51,000	-	-	-	51,000	Substitute Teachers as needed
Teaching Assistants	18.00	542,410	30,200	-	-	572,610	Teaching Assistants 18
Specialty Teachers	13.95	697,229	-	-	-	697,229	Arts Teachers 7.95, Math Coach 1; ELA Coach 1; Teacher Coaches 4
RTI Teachers (Title I)	4.00	201,525	-	-	-	201,525	4 RTI teachers
Aides		-	-	-	-	-	

Renaissance Academy Charter School of the Arts

PROJECTED BUDGET FOR 2021-2022

PROJECTED BUDGET FOR 2021-2022							Assumptions
July 1, 2021 to June 30, 2022							DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable
Please Note: The student enrollment data is entered below in the Enrollment Section beginning in row 155. This will populate the data in row 10.							
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	
Total Revenue	7,317,300	879,775	-	-	-	8,197,075	
Total Expenses	7,092,505	458,248	-	-	474,864	8,025,616	
Net Income	224,795	421,527	-	-	(474,864)	171,459	
Actual Student Enrollment	457	43					
Total Paid Student Enrollment	-	-					
PROGRAM SERVICES							
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	
Therapists & Counselors	4.00	201,680	-	-	-	201,680	4 - SW 2, Psych 1, Speech 1
ESOL	2.00	93,200	-	-	-	93,200	ESOL 2
TOTAL INSTRUCTIONAL	72.75	2,787,044	458,248			3,245,292	
NON-INSTRUCTIONAL PERSONNEL COSTS							
Nurse	0.10	5,500	-	-	-	5,500	1 2 hrs a day
Librarian	1.00	45,458	-	-	-	45,458	Librarian
Custodian	2.00	72,372	-	-	-	72,372	2 Custodians
Human Resources	0.60	50,000	-	-	-	50,000	6 Human Resource
Cafeteria Staff/ Lunch Aides	3.90	see line153	-	-	-	-	2 kitchen, 2 cafeteria monitors, .15 manager
Security	-	-	-	-	-	-	
Outreach Coordinator	1.00	60,000	-	-	-	60,000	1 Outreach Coordinator
TOTAL NON-INSTRUCTIONAL	8.60	233,330				233,330	
SUBTOTAL PERSONNEL SERVICE COSTS	91.52	3,318,542	458,248		398,714	4,175,504	
PAYROLL TAXES AND BENEFITS							
Payroll Taxes		208,775	-	-	-	208,775	
Fringe / Employee Benefits		1,005,445	-	-	-	1,005,445	
Tuition Reimbursement		56,000	-	-	-	56,000	
Retirement / Pension		124,986	-	-	-	124,986	
TOTAL PAYROLL TAXES AND BENEFITS		1,395,207				1,395,206	
TOTAL PERSONNEL SERVICE COSTS		4,713,749	458,248		398,714	5,570,710	
CONTRACTED SERVICES							
Accounting / Audit			-	-	43,500	43,500	
Legal			-	-	15,000	15,000	
Management Company Fee			-	-	-	-	
Security Services		54,000	-	-	-	54,000	
Nurse Services		-	-	-	-	-	
Food Service / School Lunch		-	-	-	-	-	
Payroll Services		4,320	-	-	-	4,320	
IT Services		30,000	-	-	-	30,000	
Curriculum Development Contract Services		20,000	-	-	-	20,000	
Special Ed Services		-	-	-	-	-	
Cleaning Services		95,500	-	-	-	95,500	
Other Purchased / Professional / Consulting		93,000	-	-	-	93,000	
TOTAL CONTRACTED SERVICES		296,820			58,500	355,320	
SCHOOL OPERATIONS							
Board Expenses			-	-	12,100	12,100	
Fees and Charges, Bank, etd.					1,530	1,530	
Fund Raising Expense					3,000	3,000	
Business Expenses Other					1,020	1,020	
Classroom / Teaching Supplies & Materials		36,000	-	-	-	36,000	
Special Areas Supplies and Materials		15,300	-	-	-	15,300	
Special Ed Supplies & Materials		11,500	-	-	-	11,500	
Textbooks / Workbooks		25,600	-	-	-	25,600	
Textbook ooset - books on loan from districts		25,500	-	-	-	25,500	
Supplies & Materials Library		20,400	-	-	-	20,400	
Equipment / Furniture		10,000	-	-	-	10,000	
Telephone		10,500	-	-	-	10,500	
Technology		200,000	-	-	-	200,000	
Student Testing & Assessment		6,400	-	-	-	6,400	
Field Trips		15,000	-	-	-	15,000	
After School Enrichment Program		22,000	-	-	-	22,000	
Transportation (student)		72,500	-	-	-	72,500	
Student Services - other		22,750	-	-	-	22,750	
Student Needs Fund		2,550	-	-	-	2,550	
Office Expense		32,950	-	-	-	32,950	
Staff Development		48,650	-	-	-	48,650	
Staff Development Refreshments		3,060	-	-	-	3,060	
Staff Recruitment		2,040	-	-	-	2,040	
Student Recruitment / Marketing		12,000	-	-	-	12,000	
School Nurse Supplies		1,530	-	-	-	1,530	
School Meals / Lunch			-	-	-	-	

Renaissance Academy Charter School of the Arts

PROJECTED BUDGET FOR 2021-2022

PROJECTED BUDGET FOR 2021-2022							Assumptions
July 1, 2021 to June 30, 2022							DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable
Please Note: The student enrollment data is entered below in the Enrollment Section beginning in row 155. This will populate the data in row 10.							
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	
Total Revenue	7,317,300	879,775	-	-	-	8,197,075	
Total Expenses	7,092,505	458,248	-	-	474,864	8,025,616	
Net Income	224,795	421,527	-	-	(474,864)	171,459	
Actual Student Enrollment	457	43					
Total Paid Student Enrollment	-	-					
	PROGRAM SERVICES			SUPPORT SERVICES			
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	
Travel (Staff)	2,500	-	-	-	-	2,500	
Fundraising	-	-	-	-	-	-	
Summer School	24,500	-	-	-	-	24,500	
Parent Activities/ Meeting Expenses	15,500	-	-	-	-	15,500	
Food Service Expenses	448,115	-	-	-	-	448,115	
Other	7,020	-	-	-	-	7,020	
TOTAL SCHOOL OPERATIONS	1,093,865				17,650	1,111,515	
FACILITY OPERATION & MAINTENANCE							
Insurance	83,000	-	-	-	-	83,000	
Refuse	5,160	-	-	-	-	5,160	
Janitorial sup & mat.	18,000	-	-	-	-	18,000	
Mortgages and Taxes	361,811	-	-	-	-	361,811	
Capital Improvement Budget	50,000	-	-	-	-	50,000	
Maint. Supplies & materials	7,500	-	-	-	-	7,500	
Repairs & Maintenance	306,500	-	-	-	-	306,500	
Equipment / Furniture	9,000	-	-	-	-	9,000	
Security	4,100	-	-	-	-	4,100	
Utilities	143,000	-	-	-	-	143,000	
TOTAL FACILITY OPERATION & MAINTENANCE	988,071					988,071	
DEPRECIATION & AMORTIZATION	-	-	-	-	-	-	
DISSOLUTION ESCROW & RESERVES / CONTINGENCY	-	-	-	-	-	-	placed under Cash Flow Adjustment in the renewal application.
TOTAL EXPENSES	7,092,505	458,248			474,864	8,025,616	
NET INCOME	224,795	421,527			(474,864)	171,459	
ENROLLMENT - *School Districts Are Linked To Above Entries*	REGULAR EDUCATION	SPECIAL EDUCATION	TOTAL ENROLLED				
Greece	53	1	54				
Rochester City School District	384	40	424				
Churchville-Chili	4		4				
Gates-Chili	1	1	2				
West Irondequoit	3		3				
East Irondequoit	5	1	6				
Brockport	2		2				
Webster	2		2				
Victor	1		1				
Hilton	2		2				
TOTAL ENROLLMENT	457	43	500				
REVENUE PER PUPIL	16,012	20,460					
EXPENSES PER PUPIL	15,520	10,657					



RENAISSANCE ACADEMY CHARTER SCHOOL OF THE ARTS
Board of Trustees
Wednesday, July 15, 2020 at 12:30 PM

Location: Zoom Conference Meeting
Meeting Minutes

Mission: *Renaissance Academy Charter School of the Arts will provide children an enriched and rigorous educational experience through the infusion of the humanities and arts rooted in a culture of high academic standards leading to success in college and careers.*

Welcome/Call to Order and Introductions

- **Members Present:** Tom Merkel, Amy Reingold, Alan Caine, Bert Brinkerhoff, Steve Gordon, Aaron Rosen, Natalie Washington, Linda Dickey
- **Members Absent:** Cheryl Hayward
- **Others Present:** Donna Marie Cozine, Harry Marino, Nan Westervelt, Cait Loury

Steve Gordon welcomed all who were present to the meeting, which was held virtually due to the COVID 19 pandemic.

Steve Gordon called the meeting to order at 12:30 p.m.

Approval of Consent Agenda Items

[Note: *Single items can be removed from the list and considered separately at the request of a Board of Trustees member***]**

- **Motion 77.7 to approve Consent Agenda for Items listed below:**
- **(Motion to approve: July 17, 2020 Agenda.)**
- **Motion to approve: 77.8 Minutes from June 17, 2020 Board Meeting.)**
- **Motion to approve:** Alan Caine **Seconded:** Aaron Rosen
- **Ayes: 7 Nays: 0**

Chief Educational Officer Report [Dr. Donna Marie Cozine]

Dr. Cozine updated the board on the process of the charter renewal. Dr. Cozine informed the board that they will have a draft in the next week to review and the board will need to vote on the application at the next board meeting. The application is due on Friday, August 14th. Dr. Cozine explained the guidelines that have been provided for schools for reopening in September. Dr. Cozine reviewed the draft plan that the reopening committee has created and demonstrated it's alignment to the mandatory

guidelines. Dr. Cozine informed the board that the plan is due on or before July 30th. Dr. Cozine cautioned that if RCSD doesn't provide busing, and that RA's plan will be 100% virtual, it needs to be flexible, contingent on RCSD.

Academic Committee Report [Tom Merkel]

- Committee chair, Tom Merkel, reviewed a one page data visualization that captures the progress of one cohort over time.
- He and Dr. Cozine reviewed the assessments and explained that each data point was a different assessment result based on students who would be considered at or above grade level by the assessment criteria.
- Board members provided feedback on how to make the graph more easily interpreted.
- Tom explained that he has not yet shown this to the academic committee and will do so at the next meeting.
- Tom shared the Similar Schools list that RA will be compared to in the charter renewal and discussed how the school will supplement information in Benchmark 1 to create a comprehensive picture of RA's academic progress.

Development Committee Report [Ms. Amy Reingold]

The Reach for the Stars event will not be happening this coming school year. We will lose deposit money. Alan inquired as to why wouldn't we get money back during the pandemic. Amy states we haven't asked for the money back. Nan states they will be discussing launching an annual campaign earlier and requests if you have any names to please submit them for asks. Nan advised that there will be updates to the RA website and we would like to get headshots from the Board, and a bio.

Finance Committee Report (Mr. Bert Brinkerhoff)

Bert Brinkerhoff stated that there was no report, fiscal year end. Bert advised auditors will be coming out in August. Craig Eichmann, Harry Marino and Bert will be preparing next week.

Human Resources Committee Report [Ms. Natalie Washington]

Asked the Board to submit talking points before meetings in a document prior to meetings and she is looking for a new member. Asked that members submit financial statements.

CEO job description, correction made under Manage and Leadership. DMC requested language under qualifications be edited. Alan inquired about wording around Summary and DMC explained board governance. Natalie explained the variances in meets and exceeds expectations. Nan stated the Board is responsible for the whole organization, Alan disagrees, states the Board gives that responsibility to the CEO. DMC suggests to come back to it.

Motion to approve CEO job description – tabled w. edits

- **Motion to approve:** N/A **Seconded:** N/A
- **Ayes:** N/A **Nays:** N/A

There was no vote today and Natalie advised we will not bring it to the next Board meeting either as we will be going over the COO description, and asked members to write down suggestions.

Governance Committee Report [Dr. Aaron Rosen]

Results of Self-Assessment.

Aaron Rosen advised that it's time to recruit new Board members, please give him any suggestions. The self-assessment results were shared with the State. Aaron emailed Cheryl & Linda to go over some of the issues and set up meetings with them. Steve asked again if the results were forwarded to the State, Donna Marie confirmed. Make sure minutes indicate that we went over it. Aaron wants to spend time with the new members as they joined at an odd time.

Old Business

Strategic Planning

Donna Marie asked for a Board member to help on this because Lou is no longer on the Board. Steve thought Tom Merkel had mentioned wanting to assist with the strategic planning, he will check with him as Tom needed to leave the meeting early.

New Business

Motion to Approve **77.9** Enrollment Preference for students with disabilities (SWDs) for the 2020-2021 recruitment season.

- **Motion to approve:** Alan Caine **Seconded:** Steve Gordon
- **Ayes:** 6 **Nays:** 0

Motion **78.0** to approve the submission of RA's reopening plan, as presented to the Board (today, Wednesday, July 17, 2020), and subject to such changes as the leadership team of the school shall deem necessary or appropriate to comply with applicable rules and guidance of NYSED.

- **Motion to approve:** Alan Caine **Seconded:** Tom Merkel
- **Ayes:** 7 **Nays:** 0

Public Comments

None.

Notation: Moving August BOT meeting to August 12th.

Adjournment

Motion 78.1 to approve adjournment:

- **Motion to approve: Alan Caine Seconded: Natalie Washington**
- **Ayes: 6 Nays: 0**



RENAISSANCE ACADEMY CHARTER SCHOOL OF THE ARTS
Board of Trustees Meeting & Annual Organizational Meeting
Wednesday, August 12, 2020 at 12:30 PM
Location: Zoom Conference Call
Meeting Minutes

***Mission:** Renaissance Academy Charter School of the Arts will provide children an enriched and rigorous educational experience through the infusion of the humanities and arts rooted in a culture of high academic standards leading to success in college and careers.*

Welcome/Call to Order and Introductions

- **Members Present:** Amy Reingold, Steven Gordon, Dr. Aaron Rosen, Cheryl Hayward, Natalie Washington, Alan Caine
- **Members Absent:** Tom Merkel, Linda Dickey, Bert Brinkerhoff
- **Others Present:** Dr. Cozine, Craig Eichmann, Nan Westervelt

Steve Gordon welcomed all who were present to the meeting which was held virtually due to the COVID 19 pandemic.

Steve Gordon called the meeting to order at 12:36 p.m.

Approval of Consent Agenda Items

[Note: *Single items can be removed from the list and considered separately at the request of a Board of Trustees member***]**

- **Motion 78.2 to approve Consent Agenda for Items listed below:**
- **(Motion to approve: August 12, 2020 Agenda)**
- **(Motion to approve 78.3: Minutes from July 15, 2020 Board Meeting.)**
- **Motion to approve:** Amy Reingold **Seconded:** Alan Caine
- **Ayes: 6 Nays: 0**

Chief Educational Officer Report [Dr. Donna Marie Cozine]

Dr. Cozine discussed the request for approval of the Board on the discipline policy. Changes made to this policy were per counsel from Boylan Code. Dr. Cozine also advised that there will be continued training for all RA staff which includes a total of seven new hires in attendance today. Dr. Cozine advised that per the Governor's request all districts would need a total of three Town Hall meetings for their families, we have already had two with another planned for later today at 6:00 p.m. via Zoom. RA

will conduct a Town Hall meeting every two weeks as we have previously begun in the Spring. Dr. Cozine confirmed that all but two positions are filled and if they are not filled by opening day it will not impact our academic program in any way.

Motion to approve 78.4 revisions to discipline policy for the 2020/2021 academic year

- **Motion to approve:** Alan Caine **Seconded:** Cheryl Hayward
- **Ayes:** 6 **Nays:** 0

Motion to approve 78.5 the application for renewal (attached)

- **Motion to approve:** Aaron Rosen **Seconded:** Amy Reingold
- **Ayes:** 6 **Nays:** 0

Academic Committee Report [Tom Merkel]

Development Committee Report [Ms. Amy Reingold]

Nan Westervelt discussed the highlights of the Reach for the Stars postponed event and the possibility of it being held in October due to COVID-19, she will inform all stakeholders. Nan Westervelt also advised that the Development Plan will be submitted next month. Nan Westervelt also requested for any of the Board members that have not submitted their headshots and bios, to please do so, as the RA website needs to be updated with their information.

Finance Committee Report (Mr. Bert Brinkerhoff)

Alan Caine discussed the renewal budget for four years and beyond.

Motion to approve 78.6 the application for renewal as it relates to the finance/budget items (attached)

- **Motion to approve:** Amy Reingold **Seconded:** Aaron Rosen
- **Ayes:** 6 **Nays:** 0

Human Resources Committee Report [Ms. Natalie Washington]

Natalie Washington discussed the CEO and COO job descriptions, as well as confirmed the updates made around some of the wording and the summaries of the descriptions.

Motion to approve 78.7 CEO job description

- **Motion to approve:** Alan Caine **Seconded:** Amy Reingold
- **Ayes:** 6 **Nays:**

Motion to approve 78.8 COO job description

- **Motion to approve:** Amy Reingold **Seconded:** Cheryl Hayward
- **Ayes:** 6 **Nays:**

Public Comments



Adjournment

The meeting was adjourned at 1:25 p.m.

Motion 79.3 to approve adjournment:

- **Motion to approve:** Amy Reingold
- **Ayes:** 6 **Nays:**

Seconded: Aaron Rosen



RENAISSANCE ACADEMY CHARTER SCHOOL OF THE ARTS
Board of Trustees Meeting – Annual Organizational Meeting
Wednesday, September 23, 2020 at 12:30 PM
Location: Zoom Conference Call
Meeting Minutes

Mission: *Renaissance Academy Charter School of the Arts will provide children an enriched and rigorous educational experience through the infusion of the humanities and arts rooted in a culture of high academic standards leading to success in college and careers.*

Welcome/Call to Order and Introductions

- **Members Present:** Alan Caine, Cheryl Hayward, Natalie Washington, Linda Dickey, Bert Brinkerhoff, Steven Gordon, Amy Reingold
- **Members Absent:** Aaron Rosen, Tom Merkel
- **Others Present:** Dr. Cozine, Craig Eichmann, Dr. Loury, Nan Westervelt, Harry Marino

Approval of Consent Agenda Items

[Note: Single items can be removed from the list and considered separately at the request of a Board of Trustees member]

- **Motion 79.4 to approve Consent Agenda for Items listed below:**
- **(Motion to approve: September 23, 2020 Agenda)**
- **(Motion to approve 79.5: Minutes from August 12, 2020 Board Meeting.)**
- **Motion to approve: Alan Caine Seconded: Bert Brinkerhoff**
- **Ayes: 7 Nays: 0**

- **Motion to approve: Amy Reingold Seconded: Alan Caine**
- **Ayes: 7 Nays: 0**

Chief Educational Officer Report [Dr. Donna Marie Cozine]

Dr. Cozine updated the Board on the upcoming Charter renewal site visit in the Fall. Dr. Cozine advised on the due date of October 14th to have the necessary documentation completed and reassured the committee that we are currently diligently working on it. Dr. Cozine informed the Board of the launching of the Family Liaison initiative, presently working with our RA families. These individuals consist of every teaching/non-teaching personnel outside of our custodians reaching out to about 5 families each, every week in an attempt to keep our families connected and engaged with one staff member

versus multiple. Dr. Cozine also advised that there have been two resignations primarily due to not wanting to be in the building and three staff members will be working remotely from home when the Hybrid model begins on Oct 1st. Currently RA has a TIG Team (Trauma, Illness, and Grief) of 5 staff members and will be training 2 more. This team reached out this past Sunday to all of the families living in the area of the mass shooting that occurred on Pennsylvania Ave.

Academic Committee Report [Tom Merkel]

Dr. Cozine advised that the academic committee created an overtime dashboard and that RA is focused on getting the benchmark complete.

Development Committee Report [Ms. Amy Reingold]

Nan Westervelt advised that we are focusing on the Covid-19 Student Relief Fund. Sponsors of the RFTS will still receive campaign letters, and if any member of the Board has any potential contributors to please submit their contact information. Amy Reingold suggested Board members craft their own "ask" letters as well as mail them. The members are to pen a personal note on each solicitation letter.

Finance Committee Report (Mr. Bert Brinkerhoff)

Bert Brinkerhoff reported that the Finance Committee meeting was held a couple of days ago and we're on track. We've received the RCSD payment as well as some grants. Bert discussed the food service revenue being down but on the expense side our payroll is under budget. There's a 270,000 revenue opportunity, CARES Act. Bert advised that RA is ahead of budget by 228,000. Craig Eichmann explained that the amount of Title 1 funds are determined by the number of students you have. We are in the process of wrapping up with FEMA. Bert advised that the PPE Loan forgiveness is in the works, we should get a notice of forgiveness within the next few months.

Human Resources Committee Report [Ms. Natalie Washington]

Natalie Washington advised every one of the Board meeting protocol, meetings are typically held the third Wednesday of each month. When meetings are canceled/changed, you have to manually delete them from your calendars. Natalie also advised any Board Reports will be due to the Secretary by the Thursday prior to the Board meeting, and there will be a reminder sent out the Monday leading up to the Thursday due date. Dr. Cozine and Denis Johnson K-6 Teacher developed a Anti-racism policy that will be rolled out and voted on. Natalie informed the Board of the upcoming mock interview with Jill Shahan and Dr. Cozine advises to bone up on benchmarks 6 & 10. On October 7 there will be a succession planning meeting and we will also develop an emergency recession plan.

Governance Committee Report [Dr. Aaron Rosen]

Dawn Lipson visited RA. There are potentially two new Board members coming for a visit, both lawyers.

Old Business

New Business

Public Comments



Adjournment

Motion to approve 79.6 adjournment:

- **Motion to approve:** Amy Reingold
- **Ayes:** 7 **Nays:** 0

Seconded: Linda Dickey



RENAISSANCE ACADEMY CHARTER SCHOOL OF THE ARTS
Board of Trustees Meeting – Annual Organizational Meeting
Wednesday, October 21, 2020 at 12:30 PM
Location: Zoom Conference Call
Meeting Minutes

***Mission:** Renaissance Academy Charter School of the Arts will provide children an enriched and rigorous educational experience through the infusion of the humanities and arts rooted in a culture of high academic standards leading to success in college and careers.*

Welcome/Call to Order and Introductions

- **Members Present:** Natalie Washington, Steven Gordon, Bert Brinkerhoff, Amy Reingold, Alan Caine, Aaron Rosen, Cheryl Hayward, Linda Dickey, Tom Merkel
- **Members Absent:** Aaron Rosen
- **Others Present:** Craig Eichmann, Kito Johnson, Dr. Loury, Nan Westervelt, Harry Marino, Jean Beutner

***Cheryl Hayward joined the meeting at 1:04 p.m., Aaron Rosen left the meeting at 1:15 p.m., Tom Merkel joined the meeting at 1:30 p.m.**

Approval of Consent Agenda Items

[Note: Single items can be removed from the list and considered separately at the request of a Board of Trustees member]

Motion 80.0 to Motion to approve: October 21, 2020 Agenda:

- **Motion to approve:** Amy Reingold **Seconded:** Alan Caine
- **Ayes:** 7 **Nays:** 0

Motion 80.1 to approve: September 23, 2020 Board Meeting Minutes

- **Motion to approve:** Amy Reingold **Seconded:** Bert Brinkerhoff
- **Ayes:** 7 **Nays:** 0

Motion 80.2 to approve: October 14, 2020 Board Meeting Minutes – Approval of Minutes from Special Board Meeting.

- **Motion to approve:** Amy Reingold **Seconded:** Alan Caine
- **Ayes:** 7 **Nays:** 0

Chief Educational Officer Report [Dr. Donna Marie Cozine]

Dr. Loury discussed the key takeaways of her report. Benchmark 1: Student Performance, and flexible grouping, to meet diverse needs. Currently we have no NYS data to show growth due to COVID-19. Dr. Loury expressed the dedication and diligence RA is implementing in order to collect data points to show growth even without State data. The first Friday of the month, the academic committee will meet. Dr. Loury reported that our program is strong and we have met Benchmarks 3, 5, 6, and 7. June 2021, we are on track to meet Benchmark 4. Dr. Loury advised that Dr. Cozine encourages that Benchmark 9 be completely understood prior to Site visit. In regard to Benchmark 10, Recruitment, Enrollment, and Retention, Dr. Loury reported that due to Kindergarteners coming in without IEP's and 6th graders going out without IEPs, inhibits students from being classified at the start of school as it takes a year to be classified.

Academic Committee Report [Tom Merkel]

In Tom Merkel's absence due to technical issues, Steven Gordon advise that there may be State cutbacks but cautioned not to over react.

Development Committee Report [Ms. Amy Reingold]

Nan Westervelt advised that the 2020 sponsors for the Reach For the Stars event are being contacted to consider contributing their sponsorship dollars to support RA. The RFTS committee will be activated to plan a virtual event in April 2021.

Finance Committee Report (Mr. Bert Brinkerhoff)

Jean Beutner from Hevron & Hevron reported that the audit was complete. Jean spoke about there being no issue with credit card receipts other than we didn't always know what a purchase was actually for. Alan Caine asked about a pre approval process for credit card usage, but Jean explained that wouldn't really be an option because typically the person that the card is issued to is the owner of that card. Jean also cautioned around employee gifts/spending, it is frowned upon by the State.

Bert Brinkerhoff advised that the September Financials have been distributed and things are in good shape. Bert advised that we are now capped at 506 students that we can bill for, currently we are over. The discussion over the budget prompted another revision and as a result we need to approve the revised budget. Bert advised that we'll start looking at a Contingency Budget as well. The motion to approve the revised budget will be Motion 80.7. On the agenda motion 80.7 was to approve the Governance Committee's recommendation to approve Kristian Walker as a candidate. Per Nan Westervelt, cannot approve as of yet because there needs to be a criminal background and fingerprinting check completed.

Motion 80.3 to approve the Completed 2019-2020 Audit

- **Motion to approve:** Bert Brinkerhoff **Seconded:**
- **Ayes:** 8 **Nays:** 0

Human Resources Committee Report [Ms. Natalie Washington]

Alan Caine advised that there are insurance requirements and professional liability that should be added to RA's policy when bringing in a new CEO.

Motion 80.4 to approve the RFP (Request for Proposal) for the CEO Search:

Motion 80.5 to approve the General Succession Plan:

- **Motion to approve:** Amy Reingold **Seconded:** Linda Dickey
- **Ayes:** 7 **Nays:** 0

Motion 80.6 to approve the Emergency Succession Plan:

- **Motion to approve:** Amy Reingold **Seconded:** Cheryl Hayward
- **Ayes:** 7 **Nays:** 0

Governance Committee Report [Dr. Aaron Rosen]

Steven Gordon advised that Kristian Walker may be joining the Board. Dawn Lipson may be a good contributor but will not be joining.

Motion 80.7 to approve the Revised Budget

- **Motion to approve:** Amy Reingold **Seconded:** Linda Dickey
- **Ayes:** 8 **Nays:**

Old Business

New Business

Cheryl Hayward discussed a previous conversation that she had with Nancy Goethel and Kito Johnson back in June concerning the desire to be kept abreast of what would be coming down the pipeline. Cheryl reiterated the necessity and personal desire to utilize a Board Calendar as a great tool to help keep all members and people of interest properly informed.

Public Comments

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Adjournment

Motion 80.8 to approve adjournment:

- **Motion to approve:** Amy Reingold **Seconded:** Tom Merkel
- **Ayes:** 8 **Nays:**



RENAISSANCE ACADEMY CHARTER SCHOOL OF THE ARTS
Board of Trustees Meeting
Wednesday, November 18, 2020 at 12:30 PM
Location: Zoom Conference Call
Meeting Minutes

Mission: *Renaissance Academy Charter School of the Arts will provide children an enriched and rigorous educational experience through the infusion of the humanities and arts rooted in a culture of high academic standards leading to success in college and careers.*

Welcome/Call to Order and Introductions

- **Members Present:** Tom Merkel, Natalie Washington, Steven Gordon, Bert Brinkerhoff, Amy Reingold, Cheryl Hayward, Linda Dickey
- **Members Absent:** Aaron Rosen
- **Others Present:** Dr. Cozine, Craig Eichmann, Nan Westervelt, Kito Johnson, Harry Marino, Kristian W.

Meeting began @ 12:33 P.M.

Alan Caine Remembrance: Dr. Donna Marie Cozine & Steven Gordon
Moment of silence for Mr. Alan Caine

Approval of Consent Agenda Items

[Note: *Single items can be removed from the list and considered separately at the request of a Board of Trustees member***]**

Motion 80.9 to Motion to approve: November 18, 2020 Agenda:

Motion to approve: Tom Merkel **Seconded:** Linda Dickey

Ayes: 7 **Nays:** 0

Motion 81.0 to approve: October 21, 2020 Board Meeting Minutes

Motion to approve: Tom Merkel **Seconded:** Linda Dickey

Ayes: 7 **Nays:** 0

Chief Educational Officer Report [Dr. Donna Marie Cozine

Dr. Cozine discussed the onsite testing RA completed yesterday, November 17th. Out of the 27 tests that were administered, all 27 were negative. We will be testing staff today November 18th at noon and if we are below the rolling average, staff will not be required to test on Monday November 23rd. We would also like to vote on a motion to go to remote learning on Monday.

Dr. Cozine explained that as the Covid numbers increased, our parents began keeping their students' homes. In some classes there were only five students total. It makes more sense to go virtual. Our concern is that the Covid numbers will continue to spike after Thanksgiving with all of the family gatherings and college students returning home for the holidays. Dr. Cozine advised that she would like to transition into 100% virtual on RA's terms instead of Governor Cuomo's. Some of the requirements they are putting on schools is causing them to close in the county. However, our staff reports unless we go into the orange zone.

Cheryl Hayward inquired if our families have the required equipment to go virtual. Dr. Cozine advised that all of our students have Chromebooks, but we may need more hotspots.

Tom Merkel inquired about the support for our Special Ed students. Dr. Cozine advised that all of them have a virtual learning plan specifically designed to meet their IEP needs during a 100% remote environment.

Academic Committee Report [Tom Merkel]

Tom Merkel shared information on the data visualization that the committee has been working on and that it indicates that students are improving over time. Internal data shows an upward trend on the grades 3-6 interim assessments.

Development Committee Report [Ms. Amy Reingold]

The Board Development Plan will be drafted by February 2021. The Plan will link board education training to the critical strategic issues that are most important to the success of the school. It will target board development activities that the 2020 self-assessment results indicate that board members knew about but wanted further information, provide multiple training avenues for board development, provide new board members with a board "mentor", and offer opportunities for board members to attend conferences and/or workshops.

Finance Committee Report (Mr. Bert Brinkerhoff)

Bert Brinkerhoff discussed 1 pager with 7 key financials. Bert advised that data points were updated, and we anticipate meeting all metrics.

Motion 81.2 to approve the 990-tax return

Motion to approve: Tom Merkel **Seconded:** Bert Brinkerhoff
Ayes: 7 **Nays:** 0

Human Resources Committee Report [Ms. Natalie Washington]

Motion 81.3 to approve the Vendor Evaluation Rubric Form:

Motion to approve: Tom Merkel **Seconded:** Linda Dickey
Ayes: 7 **Nays:** 0

Motion 81.4 to approve the CEO Evaluation Matrix (draft):

Motion to approve: Tom Merkel **Seconded:** Bert Brinkerhoff

Ayes: 7 **Nays:** 0

Governance Committee Report [Dr. Aaron Rosen]

Nan Westervelt advised in Aaron Rosen's absence that he is working on providing mentors for new Board members. Steven Gordon assured the committee that Aaron is all over it. Nan also advised that we are still waiting on the background clearance for our newest candidate.

Pre-Renewal Meeting Overview/Discussion (Steven Gordon, Donna Marie Cozine & Nan Westervelt)

Dr. Cozine discussed her October PowerPoint. Dr. Cozine will meet with Cheryl Hayward concerning Benchmark 9 the Corrective Action Plan, on Monday to prep her for the meeting. Dr. Cozine informed the Board that RA has contracted with Schola for \$5000 to help in the recruitment of our Special Ed and ELL families. Dr. Cozine advised that there has been a rubric created around detention. In regards to our academic performance, currently there is not enough State data to gage our performance. Under Benchmark 2 Teaching and Learning, we will provide new surveys. Dr. Cozine also went over RELAY.

Motion 81.6 to approve RFF

- **Motion to approve:** Tom Merkel **Seconded:** Cheryl Hayward

Ayes: 7 Nays: 0

Old Business

None

New Business

Motion to vote on going virtual from November 23rd, through December

31st. Motion 81.7 to approve Renaissance Academy going 100% virtual

• Motion to approve: Tom Merkel Seconded: Steven Gordon • Ayes: 7

Nays: 0

At the December Board meeting, we can decide whether to extend or not.

Public Comments

Adjournment

Motion 81.5 to approve adjournment:

Motion to approve: Tom Merkel Seconded: Amy Reingold

Ayes: 7 Nays: 0



RENAISSANCE ACADEMY CHARTER SCHOOL OF THE ARTS
Board of Trustees Meeting – Annual Organizational Meeting
Wednesday, December 16, 2020 at 12:30 PM
Location: Zoom Conference Call
Meeting Minutes

Mission: *The mission of the Renaissance Academy Charter School of the Arts is to provide children an enriched and rigorous education through the humanities and arts integration leading to success in college, careers and life.*

Welcome/Call to Order and Introductions

- **Members Present:** Natalie Washington, Tom Merkel, Linda Dickey, Bert Brinkerhoff, Steven Gordon, Amy Reingold, Cheryl Hayward
- **Members Absent:**
- **Others Present:** Dr. Cozine, Craig Eichmann, Kito Johnson, Dr. Loury, Keith Parish, Liz Sullivan, Kristin Fitzgerald, Nan Westervelt, Denis Johnson, KaTrina Kimble-Quinn, Katie Moriarity

Approval of Consent Agenda Items

[Note: Single items can be removed from the list and considered separately at the request of a Board of Trustees member]

Motion 81.9 to approve: December 16, 2020 Agenda

Motion to approve: Tom Merkel **Seconded:** Linda Dickey

Discussion: N/A

Ayes: 7 **Nays:** 0

Motion 82.0 to approve: November 18, 2020 Board Meeting

Minutes **Motion to approve:** Tom Merkel **Seconded:** Linda Dickey

Discussion: N/A

Ayes: 7 **Nays:** 0

Motion [82.1] to approve: The Renaissance Academy Charter School of the Arts Board

of Trustees, having conducted a thorough criminal history record check via fingerprinting which is deemed acceptable by NYSED, and having discovered no state or federal criminal history, or having provided information regarding such history to NYSED, if found, and having verified that any academic and/or professional credential or qualification presented by the proposed member is genuine, and having reviewed the application in its entirety, has voted to select **Kristian Walker** as a member to its Board of Trustees, with a term expiring on December 16, 2023, pending approval by NYSED. The resolution approving **Kristian Walker** is adopted upon NYSED's approval.

Motion: Tom **Seconded:** Linda

Discussion: N/A

Ayes: 7 **Nays:** 0

Motion [82.2 – 82.7] to approve the following job descriptions:

Principal [82.2] - (revised):

Motion: Tom Merkel **Seconded:** Bert Brinkerhoff

Discussion: N/A

Ayes: 7 **Nays:** 0

Assistant Principal [82.3] - (revised):

Motion: Tom Merkel **Seconded:** Bert Brinkerhoff

Discussion: N/A

Ayes: 7 **Nays:** 0

Operations Manager [82.4] – (new)

Motion: Tom Merkel **Seconded:** Bert Brinkerhoff

Discussion: N/A

Ayes: 7 **Nays:** 0

Data Coordinator [82.5] - (previously Admin. Asst. for Data) –
(retitled): **Motion:** Tom Merkel **Seconded:** Bert Brinkerhoff

Discussion: N/A

Ayes: 7 **Nays:** 0

Director of Arts and Technology [82.6] - (previously Director of Arts) – (retitled and revised):

Motion: Tom Merkel **Seconded:** Bert Brinkerhoff

Discussion: N/A

Ayes: 7 **Nays:** 0

Family Services Coordinator [82.7] – (revised):

Motion: Tom Merkel **Seconded:** Bert Brinkerhoff

Discussion: N/A

Ayes: 7 **Nays:** 0

Motion [82.8] to approve the Organizational Chart Change

Motion: Amy Reingold **Seconded:** Tom Merkel

Discussion: N/A

Ayes: 7 **Nays:** 0

Motion [82.9] to approve the contract with HR Works to audit the status of HR policies & procedures

Motion: Tom Merkel **Seconded:** Bert Brinkerhoff

Discussion: N/A

Ayes: 7 Nays: 0

Roll Call Vote

Steven Gordon Aye_X_ Nay___
Bert Brinkerhoff Aye_X_ Nay___
Natalie Washington Aye_X_ Nay___
Tom Merkel Aye_X_ Nay___
Amy Reingold Aye_X_ Nay___
Linda Dickey Aye X Nay___
Cheryl Hayward Aye X Nay___

Motion [83.0] to approve the contract with HR Works to provide HR Generalist services from January 1, 2021 – June 30, 2021

Motion: Tom Merkel **Seconded:** Bert Brinkerhoff
Discussion: N/A

Ayes: 7 Nays: 0

Roll Call Vote

Bert Brinkerhoff Aye X Nay___
Tom Merkel Aye X Nay___
Amy Reingold Aye X Nay___
Linda Dickey Aye X Nay___
Natalie Washington Aye X Nay___
Cheryl Hayward Aye X Nay___
Steven Gordon Aye X Nay___

Motion [83.1] to approve the contract with Edgility/CEO Search Firm
Discussion: N/A

Motion: Tom Merkel **Seconded:** Bert Brinkerhoff
Ayes: 7 Nays: 0

Roll Call Vote

Tom Merkel Aye X Nay___
Amy Reingold Aye X Nay___

Bert Brinkerhoff Aye X Nay__
Natalie Washington Aye X Nay__
Cheryl Hayward Aye X Nay__
Steven Gordon Aye X Nay__
Linda Dickey Aye X Nay__

Motion [83.2] to approve scope of services with Robin Blew to provide Financial Services to RA from January 1, 2021 – June 30, 2021

Motion: Tom Merkel **Seconded:** Bert Brinkerhoff
Ayes: 7 **Nays:** 0

Discussion: N/A

Roll Call Vote:
Bert Brinkerhoff Aye X Nay__
Natalie Washington Aye X Nay__
Steven Gordon Aye X Nay__
Cheryl Hayward Aye X Nay__
Tom Merkel Aye X Nay__
Linda Dickey Aye X Nay__

Motion [83.3] to reopen RA to in person instruction on January 19,

2021. Motion: Natalie Washington **Seconded:** Amy Reingold

Discussion: N/A

Ayes: 7 **Nays:** 0

Chief Educational Officer Report [Dr. Donna Marie Cozine]

Dr. Cozine discussed the update on Covid-19. Dr. Cozine advised that 16% of our students are ready to come back to school however, the guidance around school opening has changed once again. RA will have to conduct Covid testing if we're in the yellow zone. Dr. Cozine advised that we had created a limited service lab here in the school due to Dr. Doviki's willingness to share her license in order for us to do so. Dr. Cozine mentioned that there were two staff members furloughed that will be coming back upon reopening. RA has contracted with Schola Services and Kimberly Felton our Family Services Coordinator meets with them weekly.

Academic Committee Report [Tom Merkel]

Dr. Cozine advised the Board that the Academic Committee will meet next month. Tom Merkel stated there would be no report this month due to his schedule.

Development Committee Report [Ms. Amy Reingold]

Nan Westervelt advised that the RFTS virtual event will be held in April and the date is TBD, also trying to see if we can get Norma Holland to MC and we're soliciting Staff help as well. Nan advised that we will be honoring Marilyn Patterson Grant and the Nichols Team. The annual campaign is receiving donations.

Finance Committee Report (Mr. Bert Brinkerhoff)

Bert Brinkerhoff discussed the financials and how we are in compliance. Bert also advised the need to motion to approve the term of the four mortgages RA has with Canandaigua National Bank.

Human Resources Committee Report [Ms. Natalie Washington]

Natalie Washington advised the committee of the Grant that was given to honor the memory of Alan Caine from Dawn Lipson in the amount of \$3500. Natalie also advised that a check will need to be cut for the CEO search contract. Friday we will have the contract back from the attorney and there will be a meeting on Monday with the expectation to have the check at that time, and inquired about the process.

Governance Committee Report [Currently vacant]

Cheryl Hayward discussed that she is currently waiting on more information in regards to the role of the Governance Committee chair before committing to take on that role. Steve Gordon advised the committee that Aaron Rosen had given a year in advance notice that he would be leaving the Board.

Old Business

None

New Business

Motion 83.4 to approve the Renegotiation of the Canandaigua mortgages

Discussion: The Bert Brinkerhoff advised the Board the renegotiation of the mortgages would result in lower interest rates.

Motion: Tom Merkel **Seconded:** Amy Reingold

Roll call:

Ayes: 7 **Nays:** 0

Tom Merkel **Aye X Nay**__
Bert Brinkerhoff **Aye X Nay**__
Cheryl Hayward **Aye X Nay**__
Amy Reingold **Aye X Nay**__
Natalie Washington **Aye X Nay**__
Linda Dickey **Aye X Nay**__
Steve Gordon **Aye X Nay**__

Public Comments

Liz Sullivan thanked the Board for addressing the concerns of the Staff.

Dr. Cozine thanked Craig Eichmann for being a loyal, committed, and dedicated member of the Renaissance Academy family since 2014.

Adjournment

Motion [83.5] to approve adjournment:

- **Motion:** Natalie Washington **Seconded:** Amy Reingold •
Ayes: 7 **Nays:** 0



RENAISSANCE ACADEMY CHARTER SCHOOL OF THE ARTS
Board of Trustees Meeting – Annual Organizational Meeting
Wednesday, January 20, 2021 at 12:00 PM
Location: Zoom Conference Call
Meeting Minutes

Mission: *The mission of the Renaissance Academy Charter School of the Arts is to provide children an enriched and rigorous education through the humanities and arts integration leading to success in college, careers and life.*

Welcome/Call to Order and Introductions

• **Members Present:** *Natalie Washington, Tom Merkel, Amy Reingold, Linda Dickey, Cheryl Hayward, Kristian Walker, Bert Brinkerhoff, Steven Gordon* •

Members Absent:

• **Others Present:** *Dr. Cozine, Kito Johnson, Nan Westervelt, Dr. Loury, Harry Marino, [Allison Wyatt, Ron Rapatalo at 1 PM]*

Welcome Kristian Walker as a new member at large to RA BOT (Steven Gordon)

Approval of Consent Agenda Items

[Note: *Single items can be removed from the list and considered separately at the request of a Board of Trustees member]*

Motion 83.8 to approve the consent agenda for the items listed below • Motion 83.9 To Approve Special Meeting Minutes from December 16, 2020 • Motion 84.0 To Approve minutes from December 16, 2020 Board Meeting (Upper Management Changes)

• Motion 84.1 To approve Special Meeting Minutes from January 12, 2021 (FFCRA/FMLA)

Motion to approve: Natalie Washington **Seconded:** Amy Reingold

Discussion:

Ayes: 8 **Nays:** 0

Chief Educational Officer Report [Dr. Donna Marie Cozine]

[Dr. Cozine advised that Renaissance staff and students are once again back in the

building. Dr. Cozine also informed the Board of the attendance issues the Teachers had encountered. As a result, we have decided that they will teach their own classes in

person and virtually. Dr. Cozine advised the Committee that although we are in the yellow zone and are not required to COVID test, we will continue to test for a month to keep in practice. Dr. Cozine discussed our parent involvement activities this past December. We held a Fa La La Learning session as well as a Math night for our families. Renaissance is still continuing to deliver meals to our families. The financial management responsibilities of Renaissance have been switched to Robin Blew and our billing is up to date. As we move forward we will use billboards and buses as advertisements to target ELL students and students with disabilities, the cost will be around \$5000. Natalie Washington inquired about using Facebook as a platform to inform potential parents of our services and if we currently had anyone to "man" the website. Dr. Cozine advised that we use Aptegey (Thrillshare) that pushes to all of our communications platforms and we will have one of our new staff members manage it.

Academic Committee Report [Tom Merkel]

Tom Merkel advised that the Academic Committee met last Friday and he has added levels of assessment to the Student scoring chart, a work in progress. The general trend of students growth is moving up. Dr. Cozine spoke about 3 forms of assessment, Diagnostic, Formative, and Summative. Amy Reingold asked how Dr. Cozine thought the RA students were surviving, she replied, "our students have more support than most, we constantly check in on our students' physical and mental states." We need to meet our students where they are, we've never been in a pandemic before. Dr. Cozine is hopeful that the State will give the kids another year before testing them.

Development Committee Report [Ms. Amy Reingold]

Nan Westervelt advised that the date of the RFTS event will be Thursday April 22, 2021, time is TBD. Nan also advised that we have received \$8524 in donations but our goal is \$10,000. Cheryl Hayward inquired if there was a specific amount required from Board members to donate, Nan stated no. Years ago the Board agreed it would ask all members to give to the best of their ability. Dr. Cozine interjected that 100% board giving, at whatever level, is optimal because many grantmakers ask for the percentage of board members contributing and the total amount.

Finance Committee Report (Mr. Bert Brinkerhoff)

Harry Marino reviewed the financials with the Board and advised we are in a healthy position financially.

Human Resources Committee Report [Ms. Natalie Washington] Natalie Washington advised of the mid year evaluation of the CEO coming in mid February. HR Works is completing an audit of all of the HR requirements, policies & documentation. Luis Martinez has resigned the committee and he will be helping to find a replacement. At 1PM we will hear from Edgility in regards to the CEO search.

Governance Committee Report [Linda Dickey]

Nothing to report out today. Linda Dickey is the new Chair.

Old Business

None

New Business

Dr. Cozine suggested that the Board take on an expanded role in relation to our facility. She suggested the board establish an ad hoc Facility Committee that meets quarterly with the Operations Manager and CEO.

Governance Chair Announcement

Linda Dickey has accepted the role as the Governance Chair

New Vice Chair Announcement

Natalie Washington has accepted the role as Vice Chair

Board Member School Visits: Cheryl Hayward is going to be coordinating with Dr. Cait Lory and reach out to teachers about having a Board member visit their classroom

Motion 84.2 to approve Election of Steven Gordon's Chair term on the Board – January 13, 2021 – January 13, 2024

Motion to approve: Cheryl Hayward **Seconded:** Amy Reingold

Discussion:

Ayes: 8 **Nays:** 0

Public Comments: No members of the public attended the meeting.

Edgility Presentation: Edgility, the CEO search firm, reported on the search process and their actions and progress so far. The team has facilitated individual interviews with faculty, staff, leadership team, and members of the search committee; focus groups with parents and faculty and distributed a survey to RA parents and staff. A detailed report was shared with the Board and members participated in an interactive session to articulate the priority qualities and characteristics most important for the new Chief Education Officer.

Adjournment

Motion [84.3] to approve adjournment at 2 PM:

• **Motion: Tom Merkel Seconded: Linda Dickey Discussion: •**

Ayes: 7 Nays: 0



RENAISSANCE ACADEMY CHARTER SCHOOL OF THE ARTS
Board of Trustees Meeting – Monthly Board Meeting
Wednesday, February 17, 2021 at 12:30 PM
Location: Zoom Conference Call
Meeting Minutes

Mission: *The mission of the Renaissance Academy Charter School of the Arts is to provide children an enriched and rigorous education through the humanities and arts integration leading to success in college, careers and life.*

Welcome/Call to Order and Introductions

- **Members Present:** Linda Dickey, Steve Gordon, Tom Merkel, Natalie Washington, Amy Reingold, Cheryl Hayward, Bert Brinkerhoff, Kristian Walker •
- **Members Absent:**
- **Others Present:** Dr.Cozine, Kito Johnson, Nan Westervelt

Approval of Consent Agenda Items

[Note: *Single items can be removed from the list and considered separately at the request of a Board of Trustees member***]**

- Motion 84.4 to approve February 17, 2021 agenda

Motion to approve: Natalie Washington **Seconded:** Amy Reingold

Discussion

Ayes: 8 Nays: 0

- Motion 84.5 to approve January 20, 2021 meeting minutes

Motion to approve: Tom Merkel **Seconded:** Amy Reingold

Discussion

Ayes: 8 Nays: 0

Chief Educational Officer Report [Dr. Donna Marie Cozine]

Dr. Cozine fielded questions regarding the status of students returning to the building and those 100% virtual. One question focused on if students could return 100%. The board learned that current CDC guidelines would prohibit all students attending 5 days a week. Dr. Cozine applauded the Board and staff's representation during the State Education Department re-authorization site visit.

Academic Committee Report [Tom Merkel]

Tom Merkel reported out that we have a solid plan and provided figures about the cost of the Navigator Program for next year for K-4, Nav Math extension, 5-6, Nav ELA, 3-6. The new CEO will need to take the Relay training.

Development Committee Report [Ms. Amy Reingold]

Board members will receive Reach for the Stars sponsorship letters and invitations to send to prospective sponsors and event participants. The virtual event planning is moving along and the April 22 RFTS virtual fundraising event will showcase our school from 7 to 8 PM. Board members were also reminded that the annual campaign continues all year long and board member contributions are appreciated.

Finance Committee Report (Mr. Bert Brinkerhoff)

The finances are in good shape overall. The Finance Committee will be starting the budget process soon, keeping an eye on expenses.

Human Resources Committee Report [Ms. Natalie Washington]

Board members will be invited to attend a class in the near future. The CEO search is moving along. The interview committee will begin first round interviews in early March. Dr. Cozine provided the Board with some suggestions for vetting the finalists.

Governance Committee Report [Linda Dickey]

The Governance Committee is continuing to look for prospective Board member candidates and asked for current Board member recommendations. Achieving diversity in the composition of the Board is a priority.

Old Business

None

New Business

Dr. Cozine advised that RA had purchased a playground that needs to be assembled and it will cost \$60,000 and she is looking for donations, cement, mulch, etc...

Motion 84.6 to approve hiring policy revisions. The process was updated to create a system that would ensure that employment is not extended to an individual until *after* fingerprint clearance has been secured for the NY TEACH system.

Motion: Tom Merkel Seconded: Amy Reingold

Discussion: At the request of the CEO with advice from RA's legal council, the board was asked to table Motion 84.6 until the March 17 meeting at which time the HR Committee will have reviewed recent additions to the Hiring Policy.

Ayes: 8 Nays: 0

Motion: Amy Reingold Seconded: Tom Merkel

Discussion:

Ayes: 8 Nays: 0

Public Comments

None

Adjournment

Motion [84.8] to approve adjournment:

• **Motion:** Natalie Washington **Seconded:** Tom Merkel •

Discussion:

• **Ayes:** 8 **Nays:** 0



RENAISSANCE ACADEMY CHARTER SCHOOL OF THE ARTS
Board of Trustees Meeting – Monthly Board Meeting
Wednesday, March 17, 2021 at 12:30 PM
Location: Zoom Conference Call
Meeting Minutes

Mission: *The mission of the Renaissance Academy Charter School of the Arts is to provide children an enriched and rigorous education through the humanities and arts integration leading to success in college, careers and life.*

Welcome/Call to Order and Introductions

- **Members Present:** Steven Gordon, Bert Brinkerhoff, Kristian Walker, Tom Merkel, Linda Dickey, Amy Reingold
- **Members Absent:** Natalie Washington, Cheryl Hayward
- **Others Present:** Dr. Cozine, Dr. Loury, Nan Westervelt, Kito Johnson

Approval of Consent Agenda Items

[Note: Single items can be removed from the list and considered separately at the request of a Board of Trustees member]

- Motion 84.9 to approve March 17, 2021 Agenda

Motion to approve: Tom Merkel **Seconded:** Bert Brinkerhoff

Discussion

Ayes: 6 Nays: 0

- Motion 85.0 to approve February 17, 2021 meeting minutes

Motion to approve: Tom Merkel **Seconded:** Bert Brinkerhoff

Discussion

Ayes: 6 Nays: 0

Motion 85.1 to move from the table Motion 84.6 to approve the Hiring Policy.

Motion 85.6 to approve hiring policy revisions. The process was updated to create a system that would ensure that employment is not extended to an individual until *after*

fingerprint clearance has been secured for the NY TEACH system.

Motion to approve: Amy Reingold **Seconded:** Tom Merkel

Discussion

Ayes: 6 Nays: 0

Chief Educational Officer Report [Dr. Donna Marie Cozine]

Dr. Cozine thanked the Board for the St. Patrick's Day treats that were homemade by Amy Reingold for the staff. Dr. Cozine discussed the status of NYS testing plan, preliminary budget discussions being held, and outreach efforts to increase the number of applicants for ELL and special education students.

Academic Committee Report [Tom Merkel]

Tom Merkel reported out on the Diagnostic Performance Graph. Dr. Loury indicated that compared to last year's data before the pandemic, RA students have not lost ground. After visiting a few classrooms virtually last week Amy Reingold gave a shout out to the RA staff for their excellent teaching.

Development Committee Report [Ms. Amy Reingold]

Board members were asked to distribute invitations for the RFTS event and provided sponsorship and donation results. A request for silent auction items was made and Amy Reingold offered to pick up any donations. Tom Merkel inquired about the fundraising goal for the event. Given the challenges of virtual fundraising, the goal is \$10,000.

Finance Committee Report (Mr. Bert Brinkerhoff)

Bert Brinkerhoff stated that there was no report for this month as the new finance person is trying to catch up and as soon as that happens he'll report out.

Human Resources Committee Report [Ms. Natalie Washington]

Dr. Cozine advised that the staff HR Generalist is working on compliance. Steven Gordon briefly discussed that we recently had a mutual separation from the CEO search company. They were not meeting our expectations and now that RA has a Human Resource professional, the process will continue moving forward.

Governance Committee Report [Linda Dickey]

Linda Dickey reported that she is working to increase the numbers of the governance committee. The committee provided a tour for Suzette Smith, a board member prospect. The Governance Committee recommended that Ms. Smith be recommended to the State Education Department for approval after completing the new board member process (e.g., Fingerprinting, completing the SED forms, etc.). The Ad Hoc Board Education/Training Committee is drafting a plan that codifies and enhances current board education efforts. The Governance Committee is suggesting the Board considers

increasing the maximum number of members to 15 from 11. This must be approved by the Board and submitted to SED as a non material change to the charter. A brief discussion ensued regarding virtual instruction.

Old Business

None

New Business

None

Public Comments

Adjournment

Motion [85.2] to approve adjournment:

- **Motion:** Amy Reingold **Seconded:** Bert Brinkerhoff •

Discussion:

- **Ayes:** 6 **Nays:** 0



RENAISSANCE ACADEMY CHARTER SCHOOL OF THE ARTS
Board of Trustees Meeting – Monthly Board Meeting
Wednesday, April 21, 2021 at 12:30 PM
Location: Zoom Conference Call
Minutes

Mission: *The mission of the Renaissance Academy Charter School of the Arts is to provide children an enriched and rigorous education through the humanities and arts integration leading to success in college, careers and life.*

Welcome/Call to Order and Introductions

- **Members Present:** Natalie Washington, Steven Gordon, Tom Merkel, Linda Dickey, Kristian Walker, Amy Reingold, Bert Brinkerhoff
- **Members Absent:** Cheryl Hayward
- **Others Present:** Donna Marie Cozine, Nan Westervelt

Approval of Consent Agenda Items – (85.3 & 85.4)

[Note: *Single items can be removed from the list and considered separately at the request of a Board of Trustees member***]**

Motion to approve consent items 85.3 (April 21, 2021 Agenda) & 85.4 (March 17, 2021 meeting minutes)

Motion: Tom Merkel Seconded: Bert Brinkerhoff

Discussion: N/A

Ayes: 7 Nays: 0

Chief Educational Officer Report [Dr. Donna Marie Cozine]

Dr. Cozine reported on the results of the concerted effort to recruit and enroll English Language Learners and special education students. Currently there are 11 new ELL students enrolled and 15 special education students. Dr. Cozine recognized the work of Kimberly Felton and Rafael Torres in reaching out to the Spanish community. The RA Re-opening Committee is recommending a 15 to 1 self contained classroom for early elementary age students. RA is the only charter school that offers a 15-1 classroom for special education students and this additional classroom would feed into the current 4th-6th grade 15-1 classroom. **Dr. Cozine is working on the budget for the additional classroom and will bring it to the Board for a vote in May. *[This wording should be***

checked with Donna Marie.]

Dr. Cozine reported on the update of the SAVE Plan to add the pandemic response to it. **Motion 85.5** to approve the addendum to the SAVE plan to meet the requirement to include a pandemic response plan.

Motion: Tom Merkel Seconded: Amy Reingold

Discussion: None

Ayes: 7 Nays: 0

Dr. Cozine reported on RA's response to the Charter Renewal Report which must be submitted with an action plan about what RA is doing in the next 3 years to maintain or improve. Tom Merkel, Academic Committee Chair discussed the Corrective Action Plan for Benchmark 1, developed by the Academic Committee. It will provide more clarity about the direction the school will take to improve Benchmark 1.

Motion 85.6 to approve the required action plan in response to the charter renewal report.

Motion: Amy Reingold Seconded: Bert Brinkerhoff

Discussion: N/A

Ayes: 7 Nays: 0

Motion 85.7 to approve the revised Corrective Action Plan for Benchmark 1 – Student Performance.

Motion: Tom Merkel Seconded: Amy Reingold

Discussion: N/A

Ayes: 7 Nays: 0

Dr. Cozine requested that the Board approve the 2021-2022 school calendar and include early release days on Wednesdays to provide for staff professional development as in previous years (before Covid).

Motion 85.8 to approve the 2021-2022 school calendar

Motion: Natalie Washington Seconded: Bert Brinkerhoff

Discussion

Ayes: 7 Nays: 0

Dr. Cozine asked the Board to continue operating the school using the new CDC Covid pandemic guidelines.

Motion 85.9 to the plan to continue to operate the school during the COVID pandemic with new CDC guidelines.

Motion: Amy Reingold Seconded: Bert Brinkerhoff

Discussion: N/A

Ayes: 7 Nays:

Academic Committee Report [Tom Merkel]

Mr. Merkel reported that the April Academic committee was cancelled and a report will be available at the May meeting.

Resource Development Committee Report [Ms. Amy Reingold] The Reach for the Stars event will be held tomorrow. Over \$11,000 has already been raised, Reach for the Stars T-shirts have been distributed and dessert boxes will be delivered to sponsors. A link to the event will be sent to Board members. Dr. Cozine asked that the hard work put into the event by the RFTS Committee and the staff involved be recognized.

Finance Committee Report (Mr. Bert Brinkerhoff)

Dr. Cozine brought to the Board's attention that all contracts between the Board and any independent contractor must be signed off on by the Board. A checklist regarding the steps to be taken when contracting outside services will be put into RA's Policies and Procedures manual.

Motion 86.0 to the plan to approve the contract for Robin Blew for accounting consultant services.

Motion: Tom Merkel Seconded: Amy Reingold

Discussion: N/A

Ayes: 7 Nays: 0

Roll Call Count

- o Steven Gordon Yes
- o Bert Brinkerhoff Yes
- o Tom Merkel Yes
- o Natalie Washington Yes
- o Cheryl Hayward Absent
- o Linda Dickey Yes
- o Kristian Walker Yes
- o Amy Reingold Yes

Financial reports were sent to the Board prior to the meeting and a brief synopsis was provided by Bert Brinkerhoff. The Finance Committee discussed the need for establishing an Ad Hoc Facility Committee. It will be created and will meet quarterly. The committee will review budgetary suggestions for the Building Operations Manager.

Human Resources Committee Report [Ms. Natalie Washington] The HR Committee recommended that the Finance Committee consider add a PTE (Part Time

Equivalent Employee) Human Resources Generalist in the 2021-22 budget. The recommendation is being made to address the increased staff that requires a higher level of HR support (benefits administration and employee relations. The cost of a PTE is more cost effective/economical than using the services of HRWorks **Natalie to add the spreadsheet budgeting the HR Generalist**

Motion 86.1 to approve consideration of budgeting for a PTE Human Resources Generalist in the 2021-22 budget at approximately \$65K.

Motion: Amy Reingold Seconded: Tom Merkel

Discussion: N/A

Roll Call Count

- o Steven Gordon **Yes**
- o Bert Brinkerhoff **Yes**
- o Tom Merkel **Yes**
- o Natalie Washington **Yes**
- o Cheryl Hayward **Absent**
- o Linda Dickey **Yes**
- o Kristian Walker **Yes**
- o Amy Reingold **Yes**

Dr. Cozine requested that the Board extend the Families First Coronavirus Response Act (FFCRA) through September 2021 @ \$15K.

Motion 86.2 to extend the Families First Coronavirus Response Act (FFCRA) through September 2021 at \$15K.

Motion: Tom Merkel Second: Bert Brinkerhoff

Discussion: Tom Merkel suggested a cap of \$15 K.- over \$15K another vote is required

Roll Call Count

- o Steven Gordon **Yes**
- o Bert Brinkerhoff **Yes**
- o Tom Merkel **Yes**
- o Natalie Washington **Yes**
- o Cheryl Hayward **Absent**
- o Linda Dickey **Yes**
- o Kristian Walker **Yes**

- o Amy Reingold Yes

Governance Committee Report [Linda Dickey]

The Governance Committee recommends that the Board increase the maximum number of members allowed in the Bylaws from 11 to 13 in order to increase the number of Board members on Standing Committees. The bylaws state that at large trustees may increase or decrease the number of trustees by a vote by the majority of the board.

Motion 86.3 to submit a Non Material Change request to the State Education Department to increase the maximum number of Board members allowed in the Bylaws from 11 to 13.

**Motion: Tom Merkel Seconded: Amy Reingold
Discussion: to 13 and go to NYSED
Aye: 7 Nays: 0**

Old Business: None

New Business

The Board will recognize the RA Principal (May 1, 2021) and Staff (Staff Appreciation Week 5/3 - 5/7) for their tireless efforts to create a wonderful learning environment for their students.

Public Comments: None

Adjournment

Motion [86.4] to approve adjournment:

**Motion: Amy Reingold Seconded: Bert Brinkerhoff
Discussion:
Ayes: 7 Nays:**



RENAISSANCE ACADEMY CHARTER SCHOOL OF THE ARTS
Board of Trustees Meeting – Monthly Board Meeting
Wednesday, May 19, 2021 at 12:30 PM
Location: Zoom Conference Call

Mission: *The mission of the Renaissance Academy Charter School of the Arts is to provide children an enriched and rigorous education through the humanities and arts integration leading to success in college, careers and life.*

MINUTES

Welcome/Call to Order and Introductions

- **Members Present:** Bert Brinkerhoff; Amy Reingold; Natalie Washington; Steven Gordon; Linda Dickey; Kristian Walker
- **Members Absent:** Tom Merkel; Cheryl Hayward
- **Others Present:** Donna Marie Cozine; Nan Westervelt; Kito Johnson

Approval of Consent Agenda Items – (86.5 & 86.6)

[Note: Single items can be removed from the list and considered separately at the request of a Board of Trustees member]

Motion to approve consent items 86.6 (May 19, 2021 Agenda) & 86.7 (April 21, 2021 meeting minutes)

Motion: Natalie Washington Seconded: Bert Brinkerhoff

Discussion

Ayes: 6 Nays: 0

Chief Educational Officer Report [Dr. Donna Marie Cozine]

Dr. Cozine highlighted and elaborated on several items listed in her written report to the Board. The school is planning for a 5 day a week program in the fall with students separated by 3 feet. As a result of the Federal CARES Act, RA is applying for a 3.1 million dollar grant to address issues COVID created for schools, students and their families. The Board must vote on the GEER and ESSER grant budget and Natalie requested that the grant request be put in a folder and sent to the Board for review prior to the vote. The school is offering a virtual summer school program with an approximate enrollment of 100-150 students. Dr. Cozine provided an update on enrollment, recruitment and retention, including a potential 2% increase in ELL students for next year which resulted from an increased budget for recruitment and more targeted

recruitment efforts. A discussion ensued relative to the challenge of attracting ELL students.

Academic Committee Report [Mr. Tom Merkel]

In Mr. Merkel's absence, Dr. Cozine reported on the academic committee meeting. The committee has been reviewing student data and although there is a slight change when compared to pre-COVID, it is less than expected. The Board will receive the interim assessment report that compares data from this year to last January.

Development Committee Report [Ms. Amy Reingold]

Ms. Reingold reported that the Reach for the Stars virtual benefit doubled its gross goal of \$10,000 with income of approximately \$20,000. Expenses are being finalized and not expected to exceed \$4000. The event made new friends of RA and reinforced relationships with consistent supporters. The event was a success because of the tremendous committee, staff, especially the Entertainment Team, RA families and Board support. Dr. Cozine wanted to specially recognize Ms. Reingold for her culinary efforts that all the sponsors enjoyed. Ms. Reingold also reported on the fiscal year to date donor contributions of \$11,438.95.

Finance Committee Report [Mr. Bert Brinkerhoff]

Mr. Brinkerhoff reviewed the previously submitted Monthly and Year To Date Financial Report and reported on revenue and expense variances. A discussion ensued about the 2020-21 food service program for 2021-22 when all the students will be returning and the Board role in approving contracted services.

Human Resources Committee Report [Ms. Natalie Washington]

Ms. Washington confirmed the interview protocols for the Board to review prior to interviewing the two CEO finalists. A Staff Appreciation Proposal from Ms. Reingold was submitted to the HR Committee. Dr. Cozine suggested discussing the proposal with Mrs. Felton, the Family Services Coordinator. In the past, RA parents/family members facilitated Teacher Appreciation week. The proposal will be distributed to the Board and discussed at the June meeting.

Governance Committee Report [Ms. Linda Dickey]

Ms. Dickey reported on several items including the action needed to finalize and implement the Board Education/Training Plan and scheduling the August Annual Board Meeting and combining it with the Board retreat (if different than the scheduled Board meeting, the date must be posted). The Board will be sent a Doodle poll to determine a date. Ms. Dickey also presented several possible committee and/or new board member candidates and a draft of 2021-2022 Board Goals: 1) help transition the new CEO to ensure success so that the goals of the school are met; 2) Keep a watchful eye on academic achievement given the ramifications of virtual learning during the pandemic. Proactively track and adjust as needed to the academic fall out from virtual learning; 3) Implement the Board of Trustees Education/Training Plan; and, 4) Create a draft of the strategic plan. The Board determined that the Governance versus Management topic included in the Board Training and Education Plan be facilitated twice--at the June

Board meeting and again with the new CEO at the August retreat. It was suggested that Jill Shahan facilitate both sessions.

Other Board governance issues were discussed. Dr. Cozine suggested the Board prepare a manual that includes a chart of all written and revised policies and have it reviewed by RA's attorney each year. She noted that some policies are subsumed in Handbooks, such as personnel, but having all policies in one document is important. The goal is to ensure all policies are approved, some every year. The approved policies would be kept as PDF's and recent ones as a Word document which can be revised as needed. She noted that if any policies are changed, they must be reviewed by SED and redlined. Ms. Dickey will set up a time for the Governance Committee to meet on that issue.

Old Business

New Business

The Succession Team met and will be building a contract with Dr. Cozine to finalize her involvement in the CEO transition.

Motion to approve 86.8 Approval of School Closure for the Observance of Juneteenth on Friday, June 18th

Motion: Amy Reingold **Seconded:** Linda Dickey

Discussion None

Ayes: 6 **Nays:** 0

Public Comments

.....

Adjournment

Motion [86.9] to approve adjournment:

Motion: Natalie Washington **Seconded:** Bert Brinkerhoff

Discussion: None

Ayes: 6 **Nays:** 0



RENAISSANCE ACADEMY CHARTER SCHOOL OF THE ARTS
Board of Trustees Meeting – Monthly Board Meeting
Wednesday, June 16, 2021 at 12:30 PM
Location: Zoom Conference Call
MINUTES

Mission: *The mission of the Renaissance Academy Charter School of the Arts is to provide children an enriched and rigorous education through the humanities and arts integration leading to success in college, careers and life.*

Welcome/Call to Order and Introductions (Natalie Washington, Vice Chair, was presiding officer in the absence of Steven Gordon, Chair)

- **Members Present:** Kristian Walker; Amy Reingold; Linda Dickey; Tom Merkle; Natalie Washington; Bert Brinkerhoff
- **Members Absent:** Steven Gordon; Cheryl Hayward
- **Others Present:** Dr. Donna Marie Cozine; Jill Shahan; Nan Westervelt

1. **Approval of Consent Agenda Items – (87.0 & 87.1)**

[Note: Single items can be removed from the list and considered separately at the request of a Board of Trustees member]

- a. **Motion to approve consent items 87.0 (June 16, 2021 Agenda) & 87.1 (May 19, 2021 meeting minutes)**

Motion: Amy Reingold **Seconded:** Linda Dickey

Discussion: Natalie Washington requested that Agenda be revised to remove Items #7 and #9.

Motion 87.2 to change motion 87 to approve the agenda as presented was made by Amy Reingold and seconded by Linda Dickey

Ayes: 6 Nays: 0

2. **Chief Educational Officer Report [Dr. Donna Marie Cozine]**

Dr. Cozine presented highlights of her final written report as CEO. She provided extensive detail about the \$3.1 ESSER and GEER federal funds allocated to RA through SED "...to safely help reopen and sustain the safe operation of schools and address the impact of the coronavirus pandemic on the Nation's students." Dr. Cozine fielded questions from the Board about the details of the funding and the Board suggested several follow up actions. Other Federal funding will allow RA to run two

summer learning programs. All seats for students attending in the fall are filled. There is a 310 student waitlist.

3. Academic Committee Report [Mr. Tom Merkel]

Year-end student data is being culled, the Academic Committee will review it and a report will be available for the July Board meeting.

4. Development Committee Report [Ms. Amy Reingold]

The Resource Development Committee raised ~\$34,566 gross income from annual and special gifts, the Reach for the Stars special event fundraiser, and grant funding. The approximate net income is \$29,487 (Expenses total \$5079.30).

5. Finance Committee Report [Mr. Bert Brinkerhoff]

Mr. Brinkerhoff reviewed the Monthly and YTD financial Report for the month ending May 31, 2021. Mr. Brinkerhoff presented the 2021-22 school budget and fielded questions. He stated that because RA will be receiving the \$3.1 ESSER and GEER grants, a revised budget will be submitted for review and approval.

b. Motion #87.3 To approve the 2021-22 Budget

Motion: Tom Merkel; Seconded: Amy Reingold

Discussion: The Board asked questions and discussed various aspects of the 2021-22 budget.

Roll Call Vote

Kristian Walker	X Yes	No
Steven Gordon	N/A	
Cheryl Hayward	N/A	
Tom Merkel	X Yes	No
Linda Dickey	X Yes	No
Bert Brinkerhoff	X Yes	No
Natalie Washington	X Yes	No
Amy Reingold	X Yes	No

6. Human Resources Committee Report [Ms. Natalie Washington]

Ms. Washington reported that the monthly meeting was rescheduled for June 28 and that the new Part Time HR Generalist will start work on June 28.

7. Governance Committee Report [Ms. Linda Dickey]

a. Motion #87.3 to accept the 2021-2022 Slate of Officers was removed from the agenda.

Chair - Natalie Washington
Vice Chair - Tom Merkel
Secretary - TBA (Kristian or Cheryl)
Treasurer - Bert Brinkerhoff

b. Motion #87.4 was made to table the motion to accept the Slate of Officers.

Motion: Tom Merkel; Seconded: Bert Brinkerhoff

Discussion: None

Ayes: 6 Nays: 0

- **Governance Report:** The Board retreat will be in person and available by Zoom for people uncomfortable with participating in person. A Doodle Poll of dates will be sent to Board members and the dates will be finalized after the new CEO is on board. Jill Shahan will facilitate.

c. Jill Shahan, Empire Charter Consultants, facilitated a Board Education & Training Plan Session - Governance vs Management. The Powerpoint presentation will be sent to Board members.

8. Old Business

a. Motion #87.5 to approve GEER (Governor's Emergency Education Relief Funds) and ESSER (Office of Elementary and Secondary Education Fund) grant budget.

Motion: Amy Reingold Seconded: Tom Merkel

Discussion: None

Roll Call Vote:

Tom Merkel	X	Yes	No
Kristian Walker	X	Yes	No
Steven Gordon	X	N/A	
Amy Reingold	X	Yes	No
Cheryl Hayward	X	Yes	No
Linda Dickey	X	N/A	
Bert Brinkerhoff	X	Yes	No
Natalie Washington	X	Yes	No

9. New Business

a. The July 21 Board meeting will be held at the school. If needed, a Zoom link will be provided for those unable to come to the school.

b. Motion #87.5 to approve the contract for the new CEO, Renaissance Academy Charter School of the Arts effective July 19, 2021 was removed from the Agenda.

c. Motion 87.6 to table approving the new CEO contract in a Special Meeting Executive Session was made.

**Motion: Tom Merkel
Discussion: None
Ayes: 6 Nays: 0**

Seconded: Amy Reingold

d. Motion # 87.7 to approve the contract for Robin Blew, Finance Consultant

*Dr. Cozine noted that a detailed list of contracted financial services was provided to the Board prior to the meeting and vote.

**Motion: Tom Merkel
Discussion: None**

Seconded: Amy Reingold

Roll Call Vote

Natalie Washington	X	Yes	No
Tom Merkel	X	Yes	No
Kristian Walker	X	Yes	No
Steven Gordon		N/A	
Cheryl Hayward		N/A	
Linda Dickey	X	Yes	No
Amy Reingold	X	Yes	No
Bert Brinkerhoff	X	Yes	No

d. Motion #87.8 to approve contract for The Marino Group, Finance Consultant

10. Motion: Amy Reingold Seconded: Bert Brinkerhoff

Discussion: The Board requested that The Marino Group Contract include the same language under item #4, "Consideration" as in the contract for Robin Blew.

Roll Call Vote

Natalie Washington	X Yes	No
Tom Merkel	X Yes	No
Kristian Walker	X Yes	No
Steven Gordon	X N/A	
Cheryl Hayward	X N/A	
Linda Dickey	X Yes	No
Amy Reingold	X Yes	No
Bert Brinkerhoff	X Yes	No

d. Dr. Cozine requested that the Governance, Academic, and Finance Committees submit their 2021-22 Goals/Outcomes to her for inclusion in the final report to SED as soon as possible. She also reminded all Board members that they must fill out, scan and/or send by mail their Financial Disclosure form which must be submitted to SED annually.

11. Public Comments: None

12. Recognition of Dr. Donna Marie Cozine: Natalie Washington thanked Dr. Cozine for creating an extraordinary school. She called her a visionary whose vision and passion became a reality that has, and will, impact the lives of thousands of students. She commented that Dr. Cozine is dedicated to providing all children with an unparalleled education, has committed her life to making the lives of others better, and created and nurtured a school culture of excellence, creativity and compassion. She ended the tribute by saying, "No job was too menial for Dr. Cozine--she "got things done!"

As a small token of appreciation, the Board presented Dr. Cozine with several gifts.

13. Adjournment

Motion [87.9] to approve adjournment:

Motion: Amy Reingold **Seconded:** Tom Merkel

Discussion: None

Ayes: 6 **Nays:** 0

Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name:

Aaron Rosen

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

Renaissance Academy Charter School
of the AFLS

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

Board member, chair of the governance committee

2. Are you an employee of any school operated by the education corporation?

Yes No

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Are you related, by blood or marriage, to any person employed by the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

NO

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

NO

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

NO

8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write "**None.**"

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
<i>Please write "None" if applicable. Do not leave this space blank.</i>				

All Rojas
Signature

7/26/2021
Date

Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.



Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name:

Steve Gordon

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

Renaissance Academy Charter School of the Arts

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

President, Treasurer, member-at-Large

2. Are you an employee of any school operated by the education corporation?
 Yes No

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Are you related, by blood or marriage, to any person employed by the school?

NO
If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school? NO

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school? NO

If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

Yes No

If Yes, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
Please write "None" if applicable	\$50,000 LOAN 6/10	NOTE PAID OFF Did not vote or participate in discussions regarding this loan	NONE WAS

8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write "None."

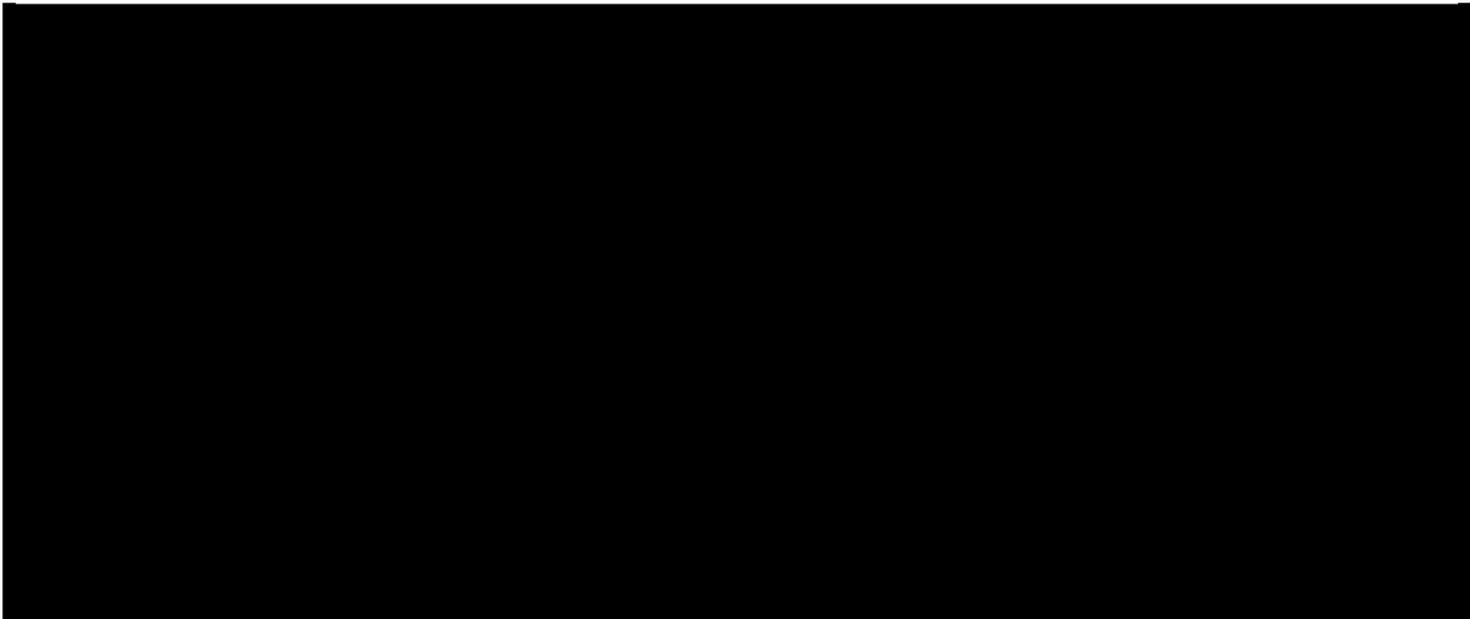
Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
		None		

Stanton
Signature

7/21/2021
Date

Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.





Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name:

Thomas Merkel

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

Renaissance Academy Charter School of PA 21

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

Board
Chair of Academic

2. Are you an employee of any school operated by the education corporation?
 Yes No

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Are you related, by blood or marriage, to any person employed by the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

NO

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school? NO

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school? NO

If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

Yes No

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write "None."

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
<u>None.</u>				

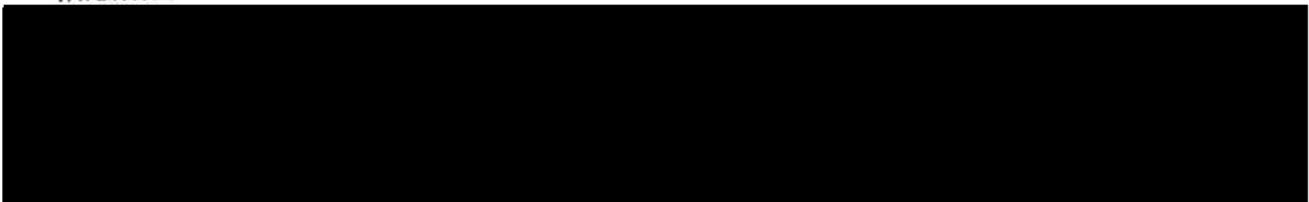


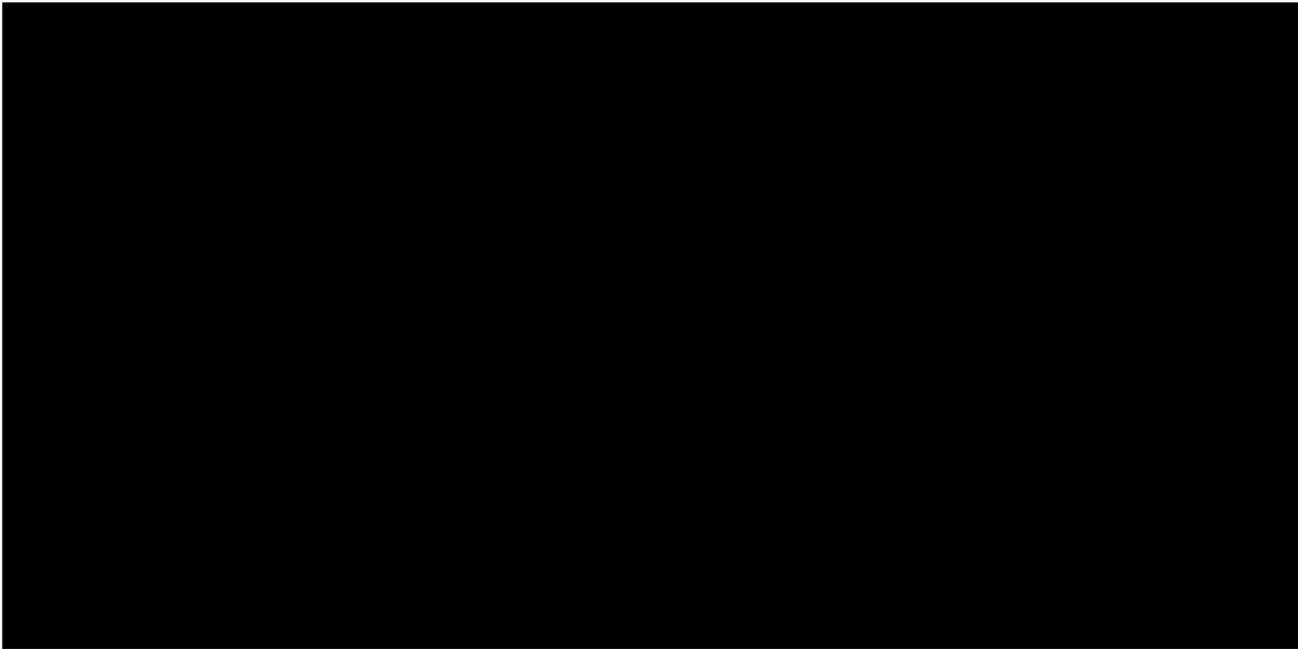
 Signature

7/21/21

 Date

Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.





Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name:

Best Brinkertoff

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

Treasurer

2. Are you an employee of any school operated by the education corporation?
 Yes No

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Are you related, by blood or marriage, to any person employed by the school?
 No
- If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?
 No
- If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

 No

If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

Yes No

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
None			

8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write "None."

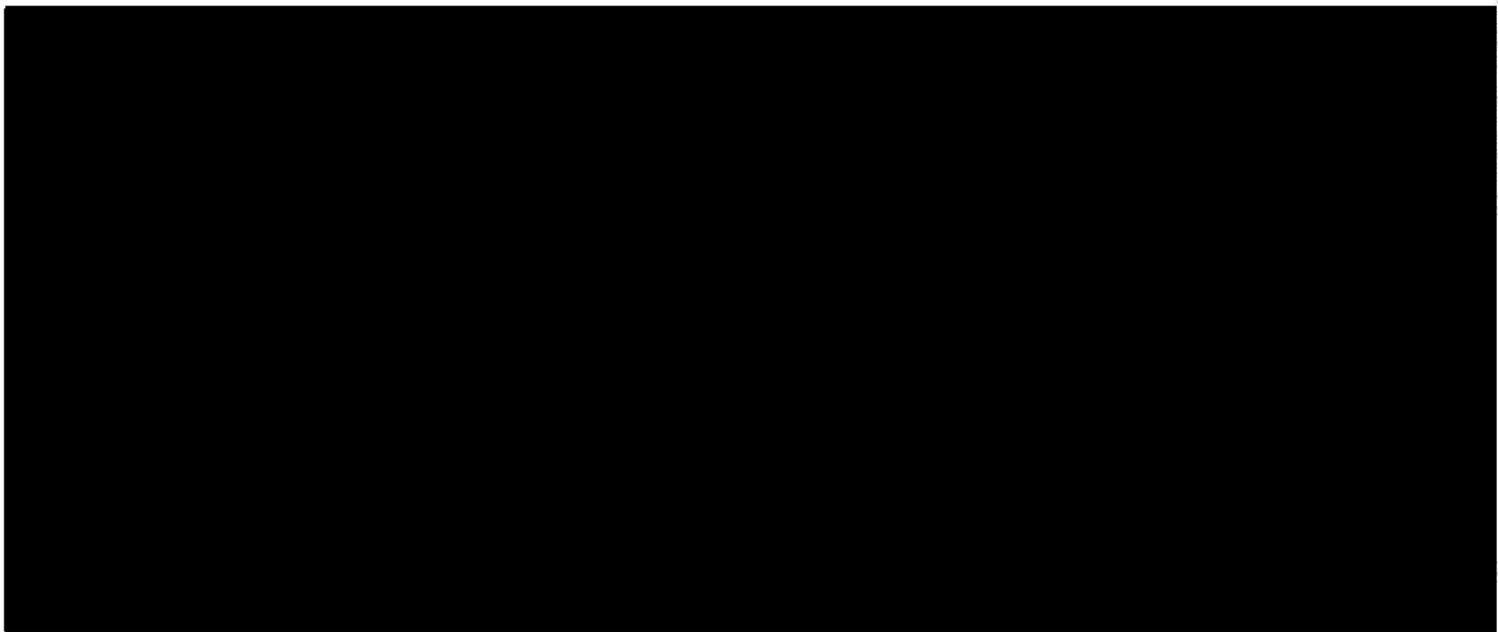
Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
<p style="text-align: center;">(NONE)</p>				

Signature

Date

Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.





Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name:

Alan Caine - Deceased

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

Renaissance Academy Charter School of the AFLS.

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

2. Are you an employee of any school operated by the education corporation?
 Yes No

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Are you related, by blood or marriage, to any person employed by the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

___ Yes ___ No

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

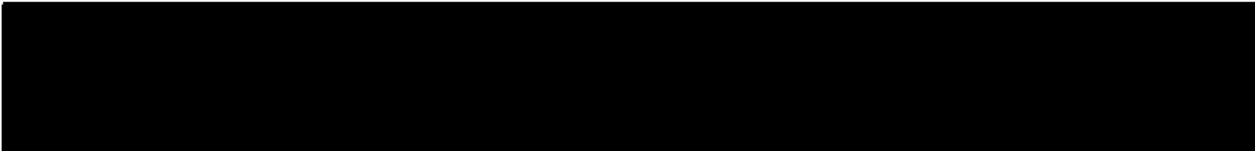
8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write "None."

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
Please write "None" if applicable				

Deceased
Signature

Date

Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.





Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name:

Amy Reingold

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

Renaissance Academy

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

Development Committee

2. Are you an employee of any school operated by the education corporation?
 Yes No

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Are you related, by blood or marriage, to any person employed by the school?

NO

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

NO

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

NO

If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

Yes No

If Yes, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

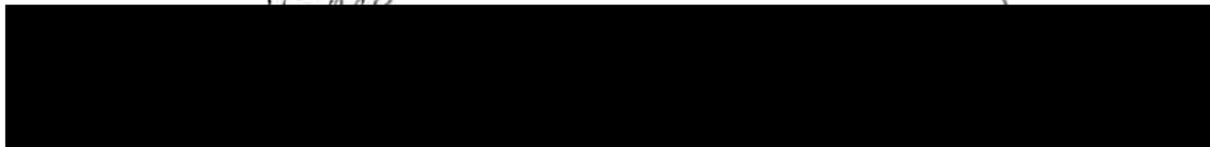
8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write "None."

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
None				

[Handwritten Signature]
 Signature

7/21/21
 Date

Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.





Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name: Linda Dickey

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

board member

2. Are you an employee of any school operated by the education corporation?
 Yes No

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Are you related, by blood or marriage, to any person employed by the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

If Yes, please describe the nature of your relationship and how this person could benefit from your participation

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation, or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

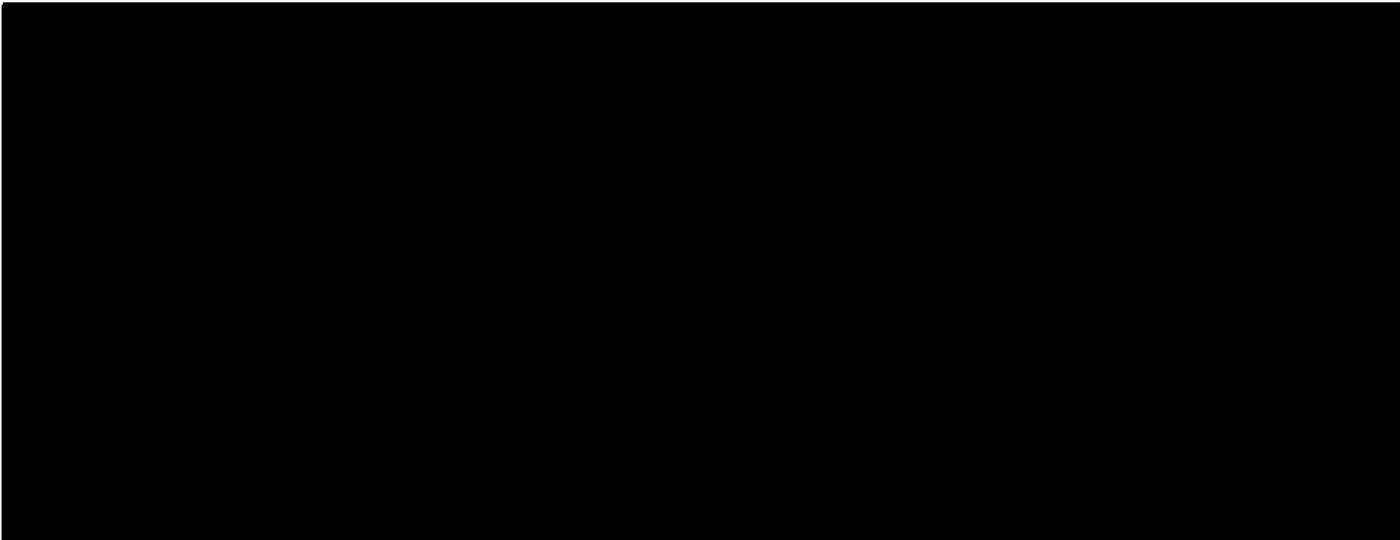
Yes No

If Yes, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write None. Please note that if you answered Yes to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
---------	--	--	--

None



Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name:

Kristian Walker

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

Renaissance Academy Charter School of the Arts

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

Board member

2. Are you an employee of any school operated by the education corporation?
 Yes X No

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Are you related, by blood or marriage, to any person employed by the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

No

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

No

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

No

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

Yes **No**

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
-----NONE-----			

8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write "**None.**"

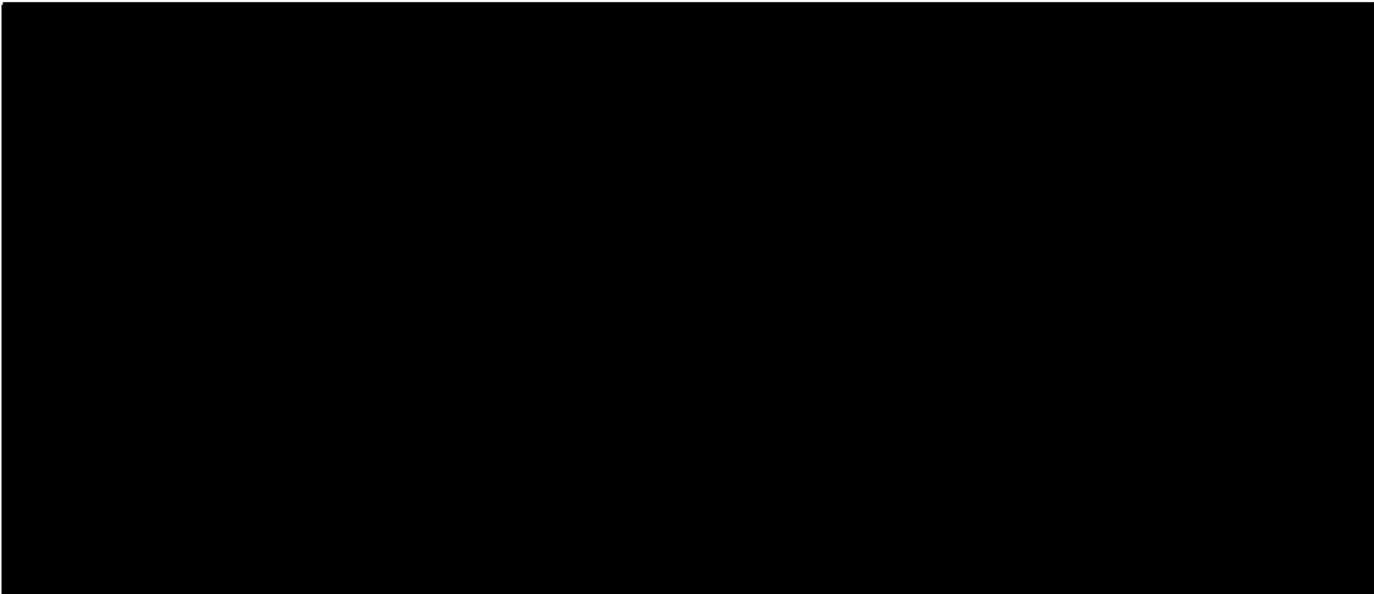
Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
-----NONE-----				
				

06/16/2021

Signature

Date

Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.



Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name: CHERYL HAYWARD

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

RENAISSANCE ACADEMY Charter School of the Arts

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

2. Are you an employee of any school operated by the education corporation?
 Yes No

If Yes, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Are you related, by blood or marriage, to any person employed by the school?

If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

NO -

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school? NO -

If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

No

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

Yes No

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
<i>_____</i>	<i>NONE</i>	<i>_____</i>	<i>_____</i>



Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name:

Natalie Washington

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

Renaissance Academy Charter School of The Arts.

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

HR Committee Chair Succession Team Co-Chair
Secretary CEO Search Co-Chair
Vice Chair

2. Are you an employee of any school operated by the education corporation?
 Yes No

If Yes, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Are you related, by blood or marriage, to any person employed by the school?

If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

NO

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school? NO

If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school? NO

If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

Yes No

If Yes, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

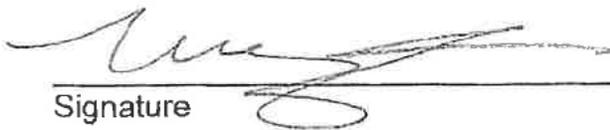
Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
<i>Please write "None" if applicable. Do not leave this space blank.</i>	<i>None</i>	<i>None</i>	<i>None</i>



8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint stock company, business or real

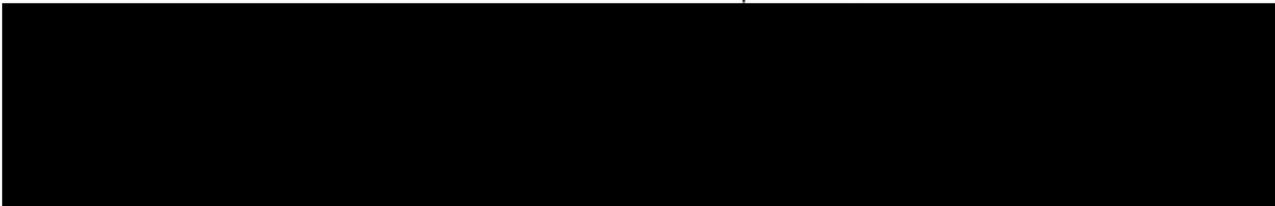
doing business with the school(s) operated by the education corporation and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write "None."

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
<p><i>Please write "None" if applicable. Do not leave this space blank.</i></p> <p style="font-size: 2em; font-weight: bold; margin: 0;">None</p>				


 Signature

6.17.2021
 Date

Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.



RENAISSANCE ACADEMY CHARTER SCHOOL OF THE ARTS

FINANCIAL STATEMENTS

June 30, 2021



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INDEPENDENT AUDITORS' REPORT

To the Board of Trustees
Renaissance Academy Charter School of the Arts
Rochester, New York

We have audited the accompanying financial statements of Renaissance Academy Charter School of the Arts (a New York State nonprofit organization), which comprise the balance sheets as of June 30, 2021 and 2020, the related statements of cash flows for the years then ended, the related statements of activities and functional expenses for the year ended June 30, 2021, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.



We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Renaissance Academy Charter School of the Arts as of June 30, 2021 and 2020, and its cash flows for the years then ended, and the changes in net assets and functional expenses for the year ended June 30, 2021 in accordance with accounting principles generally accepted in the United States of America.

Report on Summarized Comparative Information

We have previously audited the Renaissance Academy Charter School of the Arts' statements of activities and functional expenses for the year ended June 30, 2020, and we expressed an unmodified audit opinion on those audited financial statements in our report dated October 21, 2020. In our opinion, the summarized comparative information presented herein, as of and for the year ended June 30, 2020 is consistent, in all material respects with the audited financial statements from which it has been derived.

Report on Supplementary Information

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The schedule of expenditures of federal awards, as required by Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated October 20, 2021 on our consideration of Renaissance Academy Charter School of the Arts' internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of Renaissance Academy Charter School of the Arts' internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Renaissance Academy Charter School of the Arts' internal control over financial reporting and compliance.

Heveron & Company

Heveron & Company
Certified Public Accountants

Rochester, New York
October 20, 2021

RENAISSANCE ACADEMY CHARTER SCHOOL OF THE ARTS
BALANCE SHEETS
June 30, 2021 and 2020

ASSETS

	<u>2021</u>	<u>2020</u>
<u>Current Assets</u>		
Cash and Cash Equivalents	\$ 1,427,781	\$ 628,400
Accounts Receivable	179,391	99,545
Grants Receivable	69,102	18,388
Prepaid Expenses	<u>11,401</u>	<u>-</u>
Total Current Assets	<u>1,687,675</u>	<u>746,333</u>
<u>Fixed Assets</u>		
Building and Improvements	7,254,633	7,254,633
Land	89,964	89,964
Equipment	80,324	70,212
Software	6,000	6,000
Less: Accumulated Depreciation and Amortization	<u>(753,211)</u>	<u>(558,328)</u>
Total Fixed Assets	<u>6,677,710</u>	<u>6,862,481</u>
<u>Other Assets</u>		
Restricted Cash - Escrow Account	100,005	100,119
Investments	<u>3,258</u>	<u>3,258</u>
Total Other Assets	<u>103,263</u>	<u>103,377</u>
TOTAL ASSETS	<u>\$ 8,468,648</u>	<u>\$ 7,712,191</u>

LIABILITIES AND NET ASSETS

	2021	2020
<u>Current Liabilities</u>		
Accounts Payable	\$ 116,951	\$ 131,735
Deferred Revenue	-	2,670
Current Portion of Long-Term Debt	201,529	531,498
Total Current Liabilities	318,480	665,903
<u>Long-Term Liabilities</u>		
Long-Term Debt	2,735,269	3,374,116
Less: Loan Acquisition Costs, Net	(76,208)	(83,336)
Net Long-Term Debt	2,659,061	3,290,780
Total Liabilities	2,977,541	3,956,683
<u>Net Assets</u>		
Without Donor Restrictions:		
Undesignated	5,491,107	3,735,508
With Donor Restrictions:		
Purpose Restrictions	-	20,000
Total Net Assets	5,491,107	3,755,508
TOTAL LIABILITIES AND NET ASSETS	\$ 8,468,648	\$ 7,712,191

See Independent Auditors' Report and Notes to Financial Statements.

RENAISSANCE ACADEMY CHARTER SCHOOL OF THE ARTS
STATEMENT OF ACTIVITIES
For The Year Ended June 30, 2021
(With Comparative Totals For The Year Ended June 30, 2020)

	Without Donor <u>Restrictions</u>	With Donor <u>Restrictions</u>	<u>Totals</u>	
			<u>2021</u>	<u>2020</u>
<u>Revenues and Other Support:</u>				
Public School District:				
Revenue - Resident Student Enrollment	\$ 6,892,646	\$ -	\$ 6,892,646	\$ 6,761,658
Revenue - Students with Disabilities	286,021	-	286,021	324,199
Federal Grants	607,895	-	607,895	371,623
State Grants	34,341	-	34,341	34,214
Food Service Fees	214,684	-	214,684	366,054
Contributions	35,055	-	35,055	42,592
Interest Income	772	-	772	1,182
Forgiveness of Long-Term Debt	774,100	-	774,100	-
Other Income	6,076	-	6,076	14,089
Releases from Restrictions	<u>20,000</u>	<u>(20,000)</u>	<u>-</u>	<u>-</u>
Total Revenues and Other Support	<u>8,871,590</u>	<u>(20,000)</u>	<u>8,851,590</u>	<u>7,915,611</u>
<u>Expenses:</u>				
<u>Program Services:</u>				
Regular Education	5,024,281	-	5,024,281	5,043,315
Special Education	1,020,899	-	1,020,899	1,030,391
Food Services	<u>329,230</u>	<u>-</u>	<u>329,230</u>	<u>366,822</u>
Total Program Services Expense	6,374,410	-	6,374,410	6,440,528
<u>Supporting Services:</u>				
Management and General	<u>741,581</u>	<u>-</u>	<u>741,581</u>	<u>612,156</u>
Total Expenses	<u>7,115,991</u>	<u>-</u>	<u>7,115,991</u>	<u>7,052,684</u>
Change in Net Assets	1,755,599	(20,000)	1,735,599	862,927
Net Assets - Beginning of Year	<u>3,735,508</u>	<u>20,000</u>	<u>3,755,508</u>	<u>2,892,581</u>
Net Assets - End of Year	<u>\$ 5,491,107</u>	<u>\$ -</u>	<u>\$ 5,491,107</u>	<u>\$ 3,755,508</u>

See Independent Auditors' Report and Notes to Financial Statements.

RENAISSANCE ACADEMY CHARTER SCHOOL OF THE ARTS
STATEMENT OF FUNCTIONAL EXPENSES
For The Year Ended June 30, 2021
(With Comparative Totals For The Year Ended June 30, 2020)

	<u>2021</u> No. of Positions	<u>Program Services</u>			<u>Supporting</u> <u>Services</u>	<u>Totals</u>	
		<u>Regular</u> <u>Education</u>	<u>Special</u> <u>Education</u>	<u>Food</u> <u>Services</u>	<u>Management</u> <u>and General</u>	<u>2021</u>	<u>2020</u>
Personnel Services Costs							
Instructional Personnel	72.4	\$2,477,009	\$ 665,146	\$ -	\$ -	\$3,142,155	\$3,072,796
Administrative Staff Personnel	8.7	288,106	28,494	4,633	367,247	688,480	645,338
Non-Instructional Personnel	<u>10.0</u>	<u>102,004</u>	<u>10,806</u>	<u>67,249</u>	<u>65,119</u>	<u>245,178</u>	<u>249,617</u>
Total Salaries	91.1	2,867,119	704,446	71,882	432,366	4,075,813	3,967,751
Pension Expense		67,538	16,594	1,693	10,185	96,010	79,868
Fringe Benefits and Payroll Taxes		<u>615,052</u>	<u>151,118</u>	<u>15,421</u>	<u>92,752</u>	<u>874,343</u>	<u>835,695</u>
Total Personnel Services		<u>3,549,709</u>	<u>872,158</u>	<u>88,996</u>	<u>535,303</u>	<u>5,046,166</u>	<u>4,883,314</u>
Other Purchased Services		229,347	22,919	-	38,290	290,556	290,240
Repairs and Maintenance		231,375	23,180	-	20,812	275,367	240,699
Technology		215,389	21,304	-	200	236,893	167,108
Food Services		-	-	202,957	-	202,957	252,263
Depreciation and Amortization		141,875	14,032	19,488	19,488	194,883	195,497
Interest		129,508	12,808	17,789	17,789	177,894	234,335

RENAISSANCE ACADEMY CHARTER SCHOOL OF THE ARTS
STATEMENT OF FUNCTIONAL EXPENSES
For The Year Ended June 30, 2021
(With Comparative Totals For The Year Ended June 30, 2020)
(Continued)

	<u>Program Services</u>			<u>Supporting Services</u>	<u>Totals</u>	
	<u>Regular Education</u>	<u>Special Education</u>	<u>Food Services</u>	<u>Management and General</u>	<u>2021</u>	<u>2020</u>
Utilities	118,261	11,696	-	14,400	144,357	130,593
Supplies and Materials	99,868	12,596	-	-	112,464	102,604
Office Expense	58,252	5,761	-	29,000	93,013	84,510
Insurance	76,160	7,532	-	4,500	88,192	83,847
Other Expenses	61,033	6,016	-	8,611	75,660	56,462
Accounting and Auditing Fees	-	-	-	37,560	37,560	24,421
Staff Development	32,829	3,247	-	-	36,076	96,066
Student Services	29,745	3,507	-	-	33,252	136,570
Marketing and Recruitment	28,096	1,885	-	-	29,981	8,203
Equipment and Furnishings	22,834	2,258	-	1,300	26,392	42,452
Legal Services	-	-	-	14,328	14,328	23,500
Total Expenses	<u>\$5,024,281</u>	<u>\$1,020,899</u>	<u>\$ 329,230</u>	<u>\$ 741,581</u>	<u>\$7,115,991</u>	<u>\$7,052,684</u>

See Independent Auditors' Report and Notes to Financial Statements.

RENAISSANCE ACADEMY CHARTER SCHOOL OF THE ARTS
STATEMENTS OF CASH FLOWS
For The Years Ended June 30, 2021 and 2020

	<u>2021</u>	<u>2020</u>
<u>Cash Flows From Operating Activities</u>		
Revenue from School Districts	\$ 7,154,880	\$ 6,925,243
Grant Revenues	557,181	404,692
Contributions	35,055	42,592
Food Services	169,116	355,951
Other Sources	4,137	17,941
Payments to Vendors for Goods and Services Rendered	(1,701,879)	(1,593,196)
Payments to Charter School Personnel for Services Rendered	(5,043,723)	(4,883,315)
Payment on Interest	<u>(170,676)</u>	<u>(227,207)</u>
Net Cash Flows Provided/(Used) By Operating Activities	<u>1,004,091</u>	<u>1,042,701</u>
<u>Cash Flows From Investing Activities</u>		
Purchase of Fixed Assets	(10,109)	(866,450)
Purchase of Investments	<u>-</u>	<u>(3,253)</u>
Net Cash Flows Provided/(Used) By Investing Activities	<u>(10,109)</u>	<u>(869,703)</u>
<u>Cash Flows From Financing Activities</u>		
Proceeds from Long-Term Debt	-	774,100
Payments on Long-Term Debt	(194,715)	(362,737)
Proceeds from Line of Credit	37,925	420,459
Payments on Line of Credit	<u>(37,925)</u>	<u>(420,231)</u>
Net Cash Flows Provided/(Used) By Financing Activities	<u>(194,715)</u>	<u>411,591</u>
Net Increase/(Decrease) in Cash, Cash Equivalents, and Restricted Cash	799,267	584,589
Cash, Cash Equivalents, and Restricted Cash - Beginning of Year	<u>728,519</u>	<u>143,930</u>
Cash, Cash Equivalents, and Restricted Cash - End of Year	<u><u>\$ 1,527,786</u></u>	<u><u>\$ 728,519</u></u>

RENAISSANCE ACADEMY CHARTER SCHOOL OF THE ARTS
STATEMENTS OF CASH FLOWS
For The Years Ended June 30, 2021 and 2020
(Continued)

	<u>2021</u>	<u>2020</u>
<u>Reconciliation of Change in Net Assets to Net Cash</u>		
<u>Provided by Operating Activities</u>		
Change in Net Assets	\$ 1,735,599	\$ 862,927
Adjustments to Reconcile Change in Net Assets to Net Cash Provided by Operating Activities:		
Depreciation and Amortization	194,883	195,497
Loan Acquisition Interest Expense	7,128	7,128
Forgiveness of Long-Term Debt	(774,100)	-
(Increase)/Decrease In:		
Accounts Receivable	(79,850)	(53,429)
Grants Receivable	(50,714)	33,069
Prepaid expenses	(11,401)	-
Increase/(Decrease) In:		
Accounts Payable	(14,784)	(5,161)
Deferred Revenue	<u>(2,670)</u>	<u>2,670</u>
 Net Cash Flows Provided/ (Used) By Operating Activities	 <u>\$ 1,004,091</u>	 <u>\$ 1,042,701</u>

See Independent Auditors' Report and Notes to Financial Statements.

RENAISSANCE ACADEMY CHARTER SCHOOL OF THE ARTS

NOTES TO FINANCIAL STATEMENTS

June 30, 2021

NOTE 1 - ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Renaissance Academy Charter School of the Arts (the School) is a New York nonprofit organization that was formed to provide children an enriched and rigorous educational experience, through the infusion of the humanities and arts rooted in a culture of high academic standards leading to success in college and careers in the Greece and Rochester, New York community. The School currently serves grades Kindergarten through 6th grade. The school receives the majority of its funding from state and local governments, through local school districts. The school also receives federal and state grants, contributions, and other income.

The main programs of the School are as follows:

REGULAR EDUCATION: The School's instructional pedagogy is one based on active learning and inquiry-based lessons. Engaging students in the “why” of the lessons is as important to the teaching staff as is the final outcomes. The arts staff works diligently with the academic staff to integrate arts into the curriculum and to integrate academics into the arts, while keeping in alignment with the New York State Learning Standards.

SPECIAL EDUCATION: The School is open to all children and does not discriminate on the basis of ethnicity, national origin, gender, disability, or any other grounds that would be unlawful or deny the civil rights of any individual. In accordance with the Individuals with Disabilities Education Act, the Rehabilitation Act, Section 504, and the Americans with Disabilities Act, the School provides a free and appropriate education in the least restrictive environment to students with disabilities. The primary service delivery for students with special needs is inclusion. For students requiring supplemental services, the School ensures the required services are provided as outlined in the student's Individual Education Plan or 504 Plan.

FOOD SERVICES: The School believes that healthy meals are an important part of a child's day. Breakfast and lunch are served every day. All meals are intended to meet the required New York State Child Nutrition Standards, and the School subscribes to the New York State free and reduced priced meal program.

Basis of Accounting

The accompanying financial statements have been prepared on the accrual basis of accounting. The significant accounting policies followed are described below to enhance the usefulness of the financial statements to the reader.

RENAISSANCE ACADEMY CHARTER SCHOOL OF THE ARTS

NOTES TO FINANCIAL STATEMENTS

June 30, 2021

(Continued)

NOTE 1 - ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Net Assets

In accordance with accounting principles generally accepted in the United States of America, the School reports information regarding its financial position and activities according to the existence or absence of donor or grantor-imposed restrictions. Accordingly, net assets and changes therein are classified and reported as follows:

Net Assets Without Donor Restrictions – Net assets available for use in general operations and not subject to donor (or certain grantor) restrictions.

Net Assets With Donor Restrictions – Net assets subject to donor (or certain grantor) imposed restrictions. Some donor-imposed restrictions are temporary in nature, such as those that will be met by the passage of time or other events specified by the donor. Other donor-imposed restrictions are perpetual in nature, where the donor stipulates that resources be maintained in perpetuity. Donor-imposed restrictions are released when a restriction expires, that is, when the stipulated time has elapsed, when the stipulated purpose for which the resource was restricted has been fulfilled, or both.

Contributions restricted by donors are reported as increases in net assets without donor restrictions if the restrictions expire (that is, when a stipulated time restriction ends or purpose restriction is accomplished) in the reporting period in which the revenue is recognized. All other donor-restricted contributions are reported as increases in net assets with donor restrictions, based on the nature of the restrictions. When a restriction expires, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statements of activities as net assets released from restrictions.

There were no net assets restricted at June 30, 2021. There was \$20,000 of net assets restricted by donors for staff development at June 30, 2020.

Revenue and Revenue Recognition

A portion of the School's revenue is derived from cost-reimbursable federal and state contracts and grants, which are conditioned upon certain performance requirements and/or the incurrence of allowable qualifying expenses. Amounts received are recognized as revenue when the school has incurred expenditures in compliance with specific contract or grant provisions. Amounts received prior to incurring qualifying expenditures are reported as Deferred Revenue in the balance sheet.

RENAISSANCE ACADEMY CHARTER SCHOOL OF THE ARTS
NOTES TO FINANCIAL STATEMENTS

June 30, 2021
(Continued)

NOTE 1 - ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Revenue and Revenue Recognition (Continued)

The School recognizes revenue derived from tuition and food service. Tuition income is recognized during the school year based on enrollment. Food service revenue is recognized when earned at the time of service.

The School has analyzed the provisions of ASU 2014-09, *Revenue from Contracts with Customers*, and has determined that no significant changes in the way the organization recognizes revenue are necessary, however, the presentation and disclosures of revenue has been enhanced.

Contributions

The School recognizes contributions when cash, securities or other assets, an unconditional promise to give or a notification of a beneficial interest is received. Contributions that are expected to be received in future years are recorded at their present value. Conditional promises to give, that is, those with a measurable performance or other barrier and a right of return, are not recognized until the conditions on which they depend have been met.

Use of Estimates in the Preparation of Financial Statements

Accounting principles generally accepted in the United States of America, require management to make estimates and assumptions that affect the amounts of assets and liabilities, the disclosure of contingent assets and liabilities, and the amounts of revenue and expenses. Actual results could vary from those estimates.

Receivables

Receivables are stated at the amount management expects to collect. Amounts that management believes to be uncollectible after collection efforts have been completed are written off. In addition, if necessary, management provides an allowance to reduce receivables to amounts management expects will be collected. Management determined that no allowances were necessary at June 30, 2021 and 2020.

Income Taxes

The Internal Revenue Service has determined that the School is qualified as a charity exempt under Section 501(c)(3) of the Internal Revenue Code. As a result, no provision for federal or state income taxes has been made.

Marketing

Marketing costs are expensed as incurred.

RENAISSANCE ACADEMY CHARTER SCHOOL OF THE ARTS

NOTES TO FINANCIAL STATEMENTS

June 30, 2021

(Continued)

NOTE 1 - ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Cash, Cash Equivalents, and Restricted Cash

For the purposes of the statements of cash flows, cash, cash equivalents and restricted cash include all cash on hand and in banks, which, at times, may exceed federally insured limits. The School considers all highly liquid investments with a maturity of three months or less when purchased to be cash equivalents. The School has not experienced any losses in these accounts and does not believe it is exposed to any significant credit risk with respect to cash, cash equivalents and restricted cash.

Cash, cash equivalents, and restricted cash consisted of the following at June 30:

	<u>2021</u>	<u>2020</u>
Checking	\$ 431,746	\$ 344,761
Savings	996,035	283,602
Petty Cash	<u>-</u>	<u>37</u>
Total Cash and Cash Equivalents	1,427,781	628,400
Restricted Cash - Escrow Account	<u>100,005</u>	<u>100,119</u>
Total Cash, Cash Equivalents, and Restricted Cash	<u><u>\$1,527,786</u></u>	<u><u>\$ 728,519</u></u>

Cash in Escrow

The School maintains cash in an escrow account in accordance with the terms of their charter agreement. The amount in escrow as of June 30, 2021 and 2020 was \$100,005 and \$100,119, respectively. The escrow is restricted to fund legal and other costs related to the dissolution of the School.

Fixed Assets

Property, equipment and software are stated at cost, less accumulated depreciation and amortization. The School capitalizes property, equipment and software with a cost of over \$5,000 and an estimated life of three or more years. The cost and accumulated depreciation of property items sold or retired are eliminated from the accounts. Minor expenditures for maintenance, repairs, and renewals are expensed. Donated assets are recorded at their estimated fair market value at the time of donation.

RENAISSANCE ACADEMY CHARTER SCHOOL OF THE ARTS

NOTES TO FINANCIAL STATEMENTS

June 30, 2021

(Continued)

**NOTE 1 - ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING
POLICIES (Continued)**

Fixed Assets (Continued)

Depreciation and amortization is computed on a straight-line basis over the estimated useful lives of assets. The estimated useful lives used in computing depreciation are as follows:

	<u>Years</u>
Building and Improvements	40
Equipment	5
Software	3

Depreciation and amortization expense amounted to \$194,883 and \$195,497 for the years ended June 30, 2021 and 2020, respectively.

Loan Acquisition Costs

Loan acquisition costs are reported on the balance sheet as a direct reduction from the face amount of debt in accordance with accounting principles generally accepted in the United States of America. The School reflects amortization of loan acquisition costs as interest expense on the straight-line method over the term of the obligation.

Functional Expenses

The costs of providing the various program services have been summarized on a functional basis in the statement of functional expenses. Accordingly, certain costs have been allocated among the program, and management and general categories. An immaterial amount of fund raising costs for the years ended June 30, 2021 and 2020 are included in management and general expenses.

The financial statements report certain categories of expenses that are attributed to both program and supporting functions. Therefore, allocation on a reasonable basis that is consistently applied is required. The expenses that are allocated include repairs and maintenance, insurance, interest, and depreciation and amortization, which are allocated on a square footage basis, as well as personnel services, other purchased services, student services, supplies and materials, technology, office expenses, staff development, marketing and recruitment, utilities, and other expenses, which are allocated on the basis of estimates of time and effort for each category.

RENAISSANCE ACADEMY CHARTER SCHOOL OF THE ARTS

NOTES TO FINANCIAL STATEMENTS

June 30, 2021

(Continued)

NOTE 1 - ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Comparative Financial Information

The financial statements include certain prior year summarized comparative information in total. Such information does not include sufficient detail to constitute a presentation in conformity with accounting principles generally accepted in the United States of America. Accordingly, such information should be read in conjunction with the School's financial statements for the year ended June 30, 2020 from which the summarized information was derived.

Recent Accounting Pronouncements

In May 2014, the FASB issued Accounting Standards Update (ASU) No. 2014-09, *Revenue from Contracts with Customers*. This guidance implements a single framework for recognition of all revenue earned with customers. This framework ensures that entities appropriately reflect the consideration to which they expect to be entitled in exchange for goods and services by allocating transaction price to identified performance obligations and recognizing revenue as performance obligations are satisfied. Qualitative and quantitative disclosures are required to enable users of financial statements to understand the nature, timing, and uncertainty of revenues and cash flows arising from contracts with customers. The guidance was effective for the School's year ended June 30, 2020.

During year end June 30, 2020, the School adopted ASU No. 2014-09 along with the practical expedient, which allows modifications to contracts to be applied at the time of adoption. The School receives revenue from several sources, and recognizes revenue based on when performance obligations are met.

In June 2018, the FASB issued ASU 2018-08, Not-for-Profit Entities (Topic 958), *Clarifying the Scope and the Accounting Guidance for Contributions Received and Contributions Made*. The ASU clarifies and improves guidance for contributions received and contributions made, and provides guidance to organizations on how to account for certain exchange transactions. This change is preferable in that it clarifies whether to account for transactions as contributions or as exchange transactions. In addition, it clarifies whether a contribution is conditional or unconditional. As a result, it enhances comparability of financial information among not-for-profit entities.

RENAISSANCE ACADEMY CHARTER SCHOOL OF THE ARTS
NOTES TO FINANCIAL STATEMENTS

June 30, 2021
(Continued)

NOTE 1 - ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Recent Accounting Pronouncements (Continued)

The change in accounting principle was adopted on a modified prospective basis. As a result, there was no cumulative-effect adjustment to opening net assets without donor restrictions or opening net assets with donor restrictions as of June 30, 2019.

In November 2016, the FASB issued ASU 2016-18, *Statement of Cash Flows (Topic 230): Restricted Cash*. This accounting standard provides a better presentation of cash flows to the users of its financial statements. Before the change, restricted cash and restricted cash equivalents were not included with cash and cash equivalents when reconciling the beginning-of-period and end-of-period total amounts reported on the statement of cash flows. The School applied the change on a retrospective basis beginning in 2020.

NOTE 2 - LIQUIDITY AND AVAILABILITY

The School regularly monitors the availability of resources required to meet its operating needs and other contractual commitments, while also striving to maximize the investment of its available funds. For purposes of analyzing resources available to meet general expenditures over a 12-month period, the School considers all expenditures related to its ongoing activities, as well as the conduct of services undertaken to support those activities to be general expenditures.

At June 30, the following financial assets could readily be made available within one year of the balance sheet date to meet general expenditures:

	2021	2020
Cash and cash equivalents	\$ 1,427,781	\$ 628,400
Accounts receivable	179,391	99,545
Grants receivable	69,102	18,388
Less donor-restricted net assets	-	(20,000)
	\$ 1,676,274	\$ 726,333

RENAISSANCE ACADEMY CHARTER SCHOOL OF THE ARTS

NOTES TO FINANCIAL STATEMENTS

June 30, 2021

(Continued)

NOTE 3 - LINE OF CREDIT

The School has a line of credit with a maximum authorization of \$250,000. Advances against this line bears interest at 1.75% above the current bank prime rate. This line is secured by any cash, securities, instruments or other property of the School in possession of M&T Bank. There was no amount outstanding at June 30, 2021 and 2020.

NOTE 4 - SPECIAL EDUCATION AND OTHER SERVICES

Rochester City School District provides some of the special education services required by students of the School. Transportation is provided by the Rochester City and Greece School Districts. The School was unable to determine a value for these services, thus, these financial statements do not reflect revenue or expenses associated with those services.

The School does need to offer special education services that are not provided through the Rochester City School District. The School has teachers on staff to provide these services; the revenue and expense for these services have been included in the financial statements.

The School also receives State Aid in the form of textbooks and computer software through the Rochester City School District. The total aid received for the years ended June 30, 2021 and June 30, 2020 was \$34,341 and \$34,214, respectively.

NOTE 5 - LONG TERM DEBT

Long-term debt consists of the following at June 30:

	<u>2021</u>	<u>2020</u>
Note payable to Canandaigua National Bank, originally in the amount of \$955,500. There are loan acquisition costs of \$20,321 and \$22,578 at June 30, 2021 and 2020, respectively. As of December 2020 this loan was refinanced and has an interest rate of 4.19%. Prior to a modification, this note bore interest at a rate of 4.79%. Principal and interest are payable in monthly installments of \$7,488 prior to January, 2021, and \$7,289 January, 2021 through July 2030. The interest rate will adjust in July 2025. As part of the agreement, the School must maintain a debt service coverage ratio of not less than 1.2:1. This note is secured by a second lien on the building mortgage.	\$ 658,403	\$ 715,480

RENAISSANCE ACADEMY CHARTER SCHOOL OF THE ARTS
NOTES TO FINANCIAL STATEMENTS

June 30, 2021
(Continued)

NOTE 5 - LONG TERM DEBT (Continued)

	2021	2020
<p>Note payable to Canandaigua National Bank, originally in the amount of \$172,250. There are loan acquisition costs of \$2,729 and \$3,032 at June 30, 2021 and 2020, respectively. As of December 2020 this loan was refinanced and has an interest rate of 4.19%. Prior to modification this note bore interest at a rate of 4.79%. Principal and interest are payable in monthly installments of \$6,130 prior to January, 2021, and \$1,344 January, 2021 through July 2030. The interest rate will adjust in July 2025. As part of the agreement, the School must maintain a debt service coverage ratio of not less than 1.2:1. This note is secured by a second lien on the building mortgage.</p>	121,439	131,967
<p>Note payable to Canandaigua National Bank, originally in the amount of \$772,000. There are loan acquisition costs of \$18,137 and \$19,786 at June 30, 2021 and 2020, respectively. As of December 2020 this loan was refinanced and has an interest rate of 4.39%. Prior to a modification this note bore interest at a rate of 4.99%. Principal and interest are payable in monthly installments of \$6,130 prior to January, 2021, and \$5,909 January, 2021 through November 2032. The interest rate will adjust in December 2022 and 2027. As part of the agreement, the School must maintain a debt service coverage ratio of not less than 1.2:1. This note is secured by a second lien on the building mortgage.</p>	633,708	674,805
<p>Note payable to Canandaigua National Bank, originally in the amount of \$1,760,000. There are loan acquisition costs of \$35,021 and \$37,940 at June 30, 2021 and 2020, respectively. As of December 2020 this loan was refinanced and has an interest rate of 4.99%. Prior to a modification this note bore interest at a rate of 5.94%. Principal and interest are payable in monthly installments of \$6,507 prior to January, 2021, and \$14,007 January, 2021 through August, 2028. The interest rate will adjust in August 2023. As part of the agreement, the School must maintain a debt service coverage ratio of not less than 1.2:1. This note is secured by a fourth lien on the building mortgage.</p>	1,523,248	1,609,262

RENAISSANCE ACADEMY CHARTER SCHOOL OF THE ARTS
NOTES TO FINANCIAL STATEMENTS

June 30, 2021
(Continued)

NOTE 5 - LONG TERM DEBT (Continued)

	<u>2021</u>	<u>2020</u>
<p>Loan payable to U.S. Small Business Administration, originally in the amount of \$774,000. This note bears interest at a rate of 1.00%. Principal and interest are payable in monthly installments of \$43,572 beginning November 2020 through April 2022. This note is part of the Paycheck Protection Program created as part of the relief efforts related to COVID-19 and administered by the Small Business Administration. The School was eligible for loan forgiveness of up to 100% of the loan, upon meeting certain requirements. The loan was uncollateralized and is fully guaranteed by the Federal government. The loan was fully forgiven in January 2021.</p>	-	774,100
Total Debt	2,936,798	3,905,614
Less: Current Maturities	(201,529)	(531,498)
Long-Term Portion	2,735,269	3,374,116
Less: Loan Acquisition Costs	(76,208)	(83,336)
Net Long-Term Debt	<u>\$ 2,659,061</u>	<u>\$ 3,290,780</u>

Maturities of long-term debt for the years after June 30, 2022 are as follows:

<u>Year</u>	<u>Amount</u>
2023	\$ 212,719
2024	224,170
2025	236,994
2026	250,173
2027	263,995
Thereafter	1,547,218
Total	<u>\$ 2,735,269</u>

The notes payable to Canandaigua National Bank noted above, all require a debt service coverage ratio of not less than 1.2:1. The School met this covenant for June 30, 2021 and 2020.

RENAISSANCE ACADEMY CHARTER SCHOOL OF THE ARTS
NOTES TO FINANCIAL STATEMENTS

June 30, 2021
(Continued)

NOTE 6 - COMMITMENTS

The School has entered into lease agreements under which they are leasing a copier and computers. The copier lease expires in February 2022, and requires monthly payments of \$1,242. The computer lease expires in June 2022, and requires monthly payments of \$1,675. Future minimum lease payments are as follows for the year ended June 30:

<u>Year</u>	<u>Amount</u>
2022	\$ 28,790

NOTE 7 - DONATED SERVICES

The School receives donated services that do not meet the criteria for recording as revenue and expense under accounting principles generally accepted in the United States of America. During the years ended June 30, 2021 and June 30, 2020, there were 10 and 9 board members who donated 459 and 504 hours, respectively. There were also 87 volunteers who provided 453 hours of service during the years ended June 30, 2020. Volunteers assisted with tutoring services, administrative duties, and in the library.

NOTE 8 - PENSION EXPENSE

The School has a 403(b) annuity retirement plan for its employees. There is no minimum service requirement to participate in the plan. Eligible employees may also receive discretionary amounts the School contributes. The Board of Trustees voted to make a contribution to the plan for the years ended June 30, 2021 and 2020. Pension expense for the years ended June 30, 2021 and 2020 was \$96,010 and \$79,868, respectively.

NOTE 9 - SUBSEQUENT EVENTS

Subsequent events have been evaluated through October 20, 2021, which is the date the statements were available for issuance.

As a result of the spread of the COVID-19 coronavirus, economic uncertainties continue to have a negative impact on revenue and support. There continues to be considerable uncertainty around the duration. Therefore, the related financial impact and duration cannot be reasonably estimated at this time.



REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

Independent Auditors' Report

To the Board of Trustees
Renaissance Academy Charter School of the Arts
Rochester, New York

We have audited, in accordance with the auditing standards generally accepted in the United States of America, and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Renaissance Academy Charter School of the Arts (a nonprofit organization), which comprise the balance sheet as of June 30, 2021, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated October 20, 2021.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered Renaissance Academy Charter School of the Arts' internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Renaissance Academy Charter School of the Arts' internal control. Accordingly, we do not express an opinion on the effectiveness of Renaissance Academy Charter School of the Arts' internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees in the normal course of performing their assigned functions, to prevent or detect and correct misstatements on a timely basis. *A material weakness* is a deficiency or a combination of deficiencies in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. *A significant deficiency* is a deficiency or a combination of deficiencies in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.



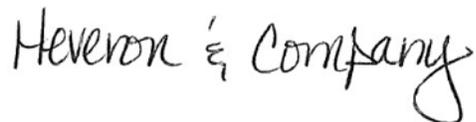
Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Renaissance Academy Charter School of the Arts' financial statements are free of material misstatements, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



Heveron & Company CPAs
Certified Public Accountants

Rochester, New York
October 20, 2021



**REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM
AND REPORT ON INTERNAL CONTROL OVER COMPLIANCE
REQUIRED BY THE UNIFORM GUIDANCE**

Independent Auditors' Report

To the Board of Trustees
Renaissance Academy Charter School of the Arts
Rochester, New York

Report on Compliance for Each Major Federal Program

We have audited Renaissance Academy Charter School of the Arts' compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of Renaissance Academy Charter School of the Arts' major federal programs for the year ended June 30, 2021. Renaissance Academy Charter School of the Arts' major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

Auditors' Responsibility

Our responsibility is to express an opinion on compliance for each of Renaissance Academy Charter School of the Arts' major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about Renaissance Academy Charter School of the Arts' compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.



We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of Renaissance Academy Charter School of the Arts's compliance.

Opinion on Each Major Federal Program

In our opinion, Renaissance Academy Charter School of the Arts complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2021.

Report on Internal Control Over Compliance

Management of Renaissance Academy Charter School of the Arts is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered Renaissance Academy Charter School of the Arts' internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program, and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of Renaissance Academy Charter School of the Arts' internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions to prevent, or detect and correct noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency or combination of deficiencies in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency or a combination of deficiencies in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Heveron & Company

Heveron & Company
Certified Public Accountants

Rochester, New York
October 20, 2021

**RENAISSANCE ACADEMY CHARTER SCHOOL OF THE ARTS
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
For The Year Ended June 30, 2021**

Section I - Summary of Auditors' Results

Financial Statements

The auditors' report expresses an unmodified opinion on the general-purpose financial statements of Renaissance Academy Charter School of the Arts.

No material weaknesses were identified in the internal controls over financial reporting.

No significant deficiencies were identified in the internal controls over financial reporting.

No instances of noncompliance material to the financial statements of Renaissance Academy Charter School of the Arts were disclosed during the audit.

Federal Awards

The auditors' report on compliance for major programs expresses an unmodified opinion.

No material weaknesses were identified in the internal control over major programs.

No significant deficiencies were identified in the internal controls over major programs.

There are no audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a).

Identification of Major Programs:

<u>CFDA Number(s)</u>	<u>Name of Federal Program or Cluster</u>
84.010	Title I Grants to Local Educational Agencies
84.425D	Elementary and Secondary School COVID-19 -Emergency Relief Fund

Dollar Threshold used to distinguish
between type A and type B programs: \$ 750,000

The auditee did not qualify as a low risk auditee.

Section II - Financial Statement Findings

None

Section III - Federal Award Findings and Questioned Costs

None

**RENAISSANCE ACADEMY CHARTER SCHOOL OF THE ARTS
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
For The Year Ended June 30, 2021**

Federal Grantor/Program Title Pass-Through Grantor	Federal CFDA Number	Agency or Pass Through Number	Passed Through to Subrecipients	Federal Expenditures
<u>United States Department of Agriculture</u>				
<u>Child Nutrition Cluster:</u>				
School Breakfast Program Passed Through New York State Education Department	10.553	421800860854	\$ -	\$ 74,938
National School Snack Program Passed Through New York State Education Department	10.555	421800860854	-	27,248
National School Lunch Program Passed Through New York State Education Department	10.555	421800860854	-	<u>106,695</u>
Total Child Nutrition Cluster			<u>-</u>	<u>208,881</u>
Total United States Department of Agriculture			<u>-</u>	<u>208,881</u>
<u>United States Department of Education</u>				
Title I Grants to Local Educational Agencies Passed Through New York State Education Department	84.010	260501861067	-	296,403
Supporting Effective Instruction State Grant Passed Through New York State Education Department	84.367	260501861067	-	32,159

RENAISSANCE ACADEMY CHARTER SCHOOL OF THE ARTS
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
For The Year Ended June 30, 2021
(Continued)

Federal Grantor/Program Title Pass-Through Grantor	Federal CFDA Number	Agency or Pass Through Number	Passed Through to Subrecipients	Federal Expenditures
<u>United States Department of Education (Continued)</u>				
Strengthening Institutions - Charter Schools Passed Through New York State Education Department	84.282	260501861067	-	10,380
Student Support and Academic Enrichment Program Passed Through New York State Education Department	84.424	260501861067	-	17,500
Elementary and Secondary School COVID-19 - Emergency Relief Fund Passed Through New York State Education Department	84.425D	260501861067	<u>-</u>	<u>247,493</u>
Total United States Department of Education			<u>-</u>	<u>603,935</u>
Total Federal Expenditures			<u>\$ -</u>	<u>\$ 812,816</u>

RENAISSANCE ACADEMY CHARTER SCHOOL OF THE ARTS
NOTES TO THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
For The Year Ended June 30, 2021

Note 1 - Basis of Presentation:

The accompanying Schedule of Expenditures of Federal Awards (the "Schedule") includes the federal award activity of Renaissance Academy Charter School of the Arts under programs of the federal government for the year ended June 30, 2021. The information in this Schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of Renaissance Academy Charter School of the Arts, it is not intended to and does not present the financial position, change in net assets or cash flows of Renaissance Academy Charter School of the Arts.

Note 2 - Summary of Significant Accounting Policies:

Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement. Renaissance Academy Charter School of the Arts has not yet elected not to use the 10% de minimis indirect cost rate allowed under the Uniform Guidance. All costs are directly allocated.

FOR INQUIRIES CALL: HENRIETTA
[REDACTED]

[REDACTED] [REDACTED]
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**RENAISSANCE ACADEMY CHARTER SCHOOL
 OF THE ARTS
 299 KIRK RD
 ROCHESTER NY 14612-3377**

ACCOUNT TYPE	
COMMERCIAL SAVINGS	

ACCOUNT NUMBER	STATEMENT PERIOD
[REDACTED]	OCT.01-OCT.31,2021

BEGINNING BALANCE	\$100,009.61
DEPOSITS & CREDITS	0.00
LESS CHECKS & DEBITS	0.00
INTEREST	1.70
LESS SERVICE CHARGES	0.00
ENDING BALANCE	\$100,011.31

INTEREST PAID YEAR TO DATE \$11.31

ACCOUNT ACTIVITY

POSTING DATE	TRANSACTION DESCRIPTION	DEPOSITS & OTHER CREDITS (+)	WITHDRAWALS & OTHER DEBITS (-)	DAILY BALANCE
10/01/2021	BEGINNING BALANCE			\$100,009.61
10/29/2021	INTEREST PAYMENT	\$1.70		100,011.31
	ENDING BALANCE			\$100,011.31

INTEREST RATE HISTORY

INTEREST RATE	BEGINNING DATE	ENDING DATE
0.02%	09/30/2021	10/31/2021

HOW TO BALANCE YOUR M&T BANK ACCOUNT

TO BALANCE YOUR ACCOUNT WITH THIS STATEMENT COMPLETE STEPS 1,2, & 3.

STEP 1 Place a checkmark (✓) beside each item listed on this statement which has a corresponding entry in your register.
Also place a checkmark next to the item in your register.

STEP 2 Add to your register:
(a) Any deposits and other credits shown on this statement which you have not already entered.
(b) Any interest this statement shows credited to your account.

STEP 3 Subtract from your register:
(a) Any checks or other withdrawals shown on this statement which you did not enter into your register.
(b) Any automatic loan payments or ATM or other electronic debits shown on this statement which you have not already subtracted.
(c) Any service charges shown on this statement which you have not already subtracted.

TO DETERMINE THE CURRENT BALANCE IN YOUR ACCOUNT:

STEP 4 List any outstanding checks or debits written in your register, but not yet appearing on your statement.

OUTSTANDING CHECKS AND OTHER DEBITS	
NUMBER	AMOUNT
1	\$
2	
3	
4	
5	
6	
7	
8	
9	
10	
11	
12	
SUBTOTAL OF COLUMN 1	\$

OUTSTANDING CHECKS AND OTHER DEBITS	
NUMBER	AMOUNT
13	\$
14	
15	
16	
17	
18	
19	
20	
21	
22	
SUBTOTAL OF COLUMN 2	
SUBTOTAL OF COLUMN 1 +	
TOTAL OUTSTANDING CHECKS AND DEBITS	\$

STEP 5 Enter on this line the **Ending Balance** shown in the summary on the front of this statement.

\$	
----	--

STEP 6 Enter the total of any deposits or other credits shown on your register which are not shown on this statement.

\$	
----	--

STEP 7 Enter the total of **STEPS 5 & 6**.

\$	
----	--

STEP 8 Enter **TOTAL OUTSTANDING CHECKS & DEBITS** (from **STEP 4**).

\$	
----	--

STEP 9 Subtract **STEP 8** from **STEP 7** and enter the difference here.

\$	
----	--

This amount should be your current account balance.

If you have questions, think your statement is incorrect, or for information regarding Treasury Management Services, please contact your M&T Relationship Manager or the Commercial Service Team at 1-800-724-2240, Monday through Friday, 8am - 6pm ET.





Annual Financial Statement Audit Report

for Board of Regents Authorized Charter Schools

School Name:	Renaissance Academy Charter School of the Arts
Date (Report is due Nov. 1):	November 1, 2021
Primary District of Location (If NYC select NYC DOE):	Greece Central School District
If located in NYC DOE select CSD:	-
School Fiscal Contact Name:	Dr Kymberly M Cruz
School Fiscal Contact Email:	[REDACTED]
School Fiscal Contact Phone:	[REDACTED]
School Audit Firm Name:	Heveron & Company
School Audit Contact Name:	Jeanne Beutner
School Audit Contact Email:	[REDACTED]
School Audit Contact Phone:	[REDACTED]
Audit Period:	2020-21
Prior Year:	2019-20

The following items are required to be included:

- 1.) The independent auditor's report on financial statements and notes.
- 2.) Excel template file containing the Financial Position, Statement of Activities, Cash Flow and Functional Expenses worksheets.
- 3.) Reports on internal controls over financial reporting and on compliance.

The additional items listed below should be included if applicable. Please explain the reason(s) if the items are not included. Examples might include: a written management letter was not issued; the school did not expend federal funds in excess of the Single Audit Threshold of \$750,000; the management letter response will be submitted by the following date (should be no later than 30 days from the submission of the report); etc.

Item	If not included, state the reason(s) below (if not applicable fill in N/A):
Management Letter	included
Management Letter Response	
Form 990	
Federal Single Audit (A-133)	included
Corrective Action Plan	NA

Renaissance Academy Charter School of the Arts
Statement of Financial Position
as of June 30

	<u>2021</u>	<u>2020</u>
<u>CURRENT ASSETS</u>		
Cash and cash equivalents	\$ 1,427,781	\$ 628,400
Grants and contracts receivable	69,102	18,388
Accounts receivables	179,391	99,545
Prepaid Expenses	11,401	-
Contributions and other receivables	-	-
Other current assets	-	-
TOTAL CURRENT ASSETS	1,687,675	746,333
<u>NON-CURRENT ASSETS</u>		
Property, Building and Equipment, net	\$ 6,677,710	\$ 6,862,481
Restricted Cash	100,005	100,119
Security Deposits	3,258	3,258
Other Non-Current Assets	-	-
TOTAL NON-CURRENT ASSETS	6,780,973	6,965,858
TOTAL ASSETS	<u>8,468,648</u>	<u>7,712,191</u>
<u>CURRENT LIABILITIES</u>		
Accounts payable and accrued expenses	\$ 116,951	\$ 131,735
Accrued payroll, payroll taxes and benefits	-	-
Current Portion of Loan Payable	201,529	531,498
Due to Related Parties	-	-
Refundable Advances	-	-
Deferred Revenue	-	2,670
Other Current Liabilities	-	-
TOTAL CURRENT LIABILITIES	318,480	665,903
<u>LONG-TERM LIABILITIES</u>		
Loan Payable; Due in More than One Year	\$ 2,659,061	\$ 3,290,780
Deferred Rent	-	-
Due to Related Party	-	-
Other Long-Term Liabilities	-	-
TOTAL LONG-TERM LIABILITIES	2,659,061	3,290,780
TOTAL LIABILITIES	<u>2,977,541</u>	<u>3,956,683</u>
<u>NET ASSETS</u>		
Unrestricted	\$ 5,491,107	\$ 3,735,508
Temporarily restricted	-	20,000
Permanently restricted	-	-
TOTAL NET ASSETS	<u>5,491,107</u>	<u>3,755,508</u>
TOTAL LIABILITIES AND NET ASSETS	<u>8,468,648</u>	<u>7,712,191</u>

Renaissance Academy Charter School of the Arts
Statement of Activities
as of June 30

	2021			2020
	Unrestricted	Temporarily Restricted	Total	Total
OPERATING REVENUE				
State and Local Per Pupil Revenue - Reg. Ed	\$ 6,892,646	\$ -	\$ 6,892,646	\$ 6,761,658
State and Local Per Pupil Revenue - SPED	286,021	-	286,021	324,199
State and Local Per Pupil Facilities Revenue	-	-	-	-
Federal Grants	607,895	-	607,895	371,623
State and City Grants	34,341	-	34,341	34,214
Other Operating Income	774,100	-	774,100	-
Food Service/Child Nutrition Program	214,684	-	214,684	366,054
TOTAL OPERATING REVENUE	8,809,687	-	8,809,687	7,857,748
EXPENSES				
Program Services				
Regular Education	\$ 5,024,281	\$ -	\$ 5,024,281	\$ 5,043,315
Special Education	1,020,899	-	1,020,899	1,030,391
Other Programs	329,230	-	329,230	366,822
Total Program Services	6,374,410	-	6,374,410	6,440,528
Management and general	741,581	-	741,581	612,156
Fundraising	-	-	-	-
TOTAL EXPENSES	7,115,991	-	7,115,991	7,052,684
SURPLUS / (DEFICIT) FROM OPERATIONS	1,693,696	-	1,693,696	805,064
SUPPORT AND OTHER REVENUE				
Interest and Other Income	\$ 772	\$ -	\$ 772	\$ 1,182
Contributions and Grants	35,055	-	35,055	42,592
Fundraising Support	-	-	-	-
Investments	-	-	-	-
Donated Services	-	-	-	-
Other Support and Revenue	6,076	-	6,076	14,089
TOTAL SUPPORT AND OTHER REVENUE	41,903	-	41,903	57,863
Net Assets Released from Restrictions / Loss on Disposal of Assets	\$ 20,000	\$ (20,000)	\$ -	\$ -
CHANGE IN NET ASSETS	1,755,599	(20,000)	1,735,599	862,927
NET ASSETS - BEGINNING OF YEAR	\$ 3,735,508	\$ 20,000	\$ 3,755,508	\$ 2,892,581
PRIOR YEAR/PERIOD ADJUSTMENTS	-	-	-	-
NET ASSETS - END OF YEAR	\$ 5,491,107	\$ -	\$ 5,491,107	\$ 3,755,508

**Renaissance Academy Charter School of the Arts
Statement of Cash Flows**

as of June 30

	<u>2021</u>	<u>2020</u>
CASH FLOWS - OPERATING ACTIVITIES		
Increase (decrease) in net assets	\$ -	\$ -
Revenues from School Districts	7,154,880	6,925,243
Accounts Receivable		
Due from School Districts	-	-
Depreciation	-	-
Grants Receivable	-	-
Due from NYS	-	-
Grant revenues	557,181	404,692
Prepaid Expenses	-	-
Accounts Payable	-	-
Accrued Expenses	-	-
Accrued Liabilities	-	-
Contributions and fund-raising activities	35,055	42,592
Miscellaneous sources	173,253	373,892
Deferred Revenue	-	-
Interest payments	(170,676)	(227,207)
Other	(5,043,723)	(4,883,315)
Other	(1,701,879)	(1,593,196)
NET CASH PROVIDED FROM OPERATING ACTIVITIES	<u>\$ 1,004,091</u>	<u>\$ 1,042,701</u>
CASH FLOWS - INVESTING ACTIVITIES	\$	\$
Purchase of equipment	(10,109)	(866,450)
Other	-	(3,253)
NET CASH PROVIDED FROM INVESTING ACTIVITIES	<u>\$ (10,109)</u>	<u>\$ (869,703)</u>
CASH FLOWS - FINANCING ACTIVITIES	\$	\$
Principal payments on long-term debt	(194,715)	774,100
Other	-	(362,509)
NET CASH PROVIDED FROM FINANCING ACTIVITIES	<u>\$ (194,715)</u>	<u>\$ 411,591</u>
NET (DECREASE) INCREASE IN CASH AND CASH EQUIVALENTS	<u>\$ 799,267</u>	<u>\$ 584,589</u>
Cash at beginning of year	728,519	143,930
CASH AND CASH EQUIVALENTS AT END OF YEAR	<u><u>\$ 1,527,786</u></u>	<u><u>\$ 728,519</u></u>

Renaissance Academy Charter School of the Arts
Statement of Functional Expenses
as of June 30

		2021							2020		
		Program Services				Supporting Services					
No. of Positions		Regular	Special	Other Education	Total	Fundraising	Management and	Total	Total		
		Education	Education				General				
	Personnel Services Costs	\$	\$	\$	\$	\$	\$	\$	\$	\$	
	Administrative Staff Personnel	8.70	288,106	28,494	4,633	321,233	-	367,247	367,247	688,480	645,338
	Instructional Personnel	72.40	2,477,009	665,146	-	3,142,155	-	-	-	3,142,155	3,072,796
	Non-Instructional Personnel	10.00	102,004	10,806	67,249	180,059	-	65,119	65,119	245,178	249,617
	Total Salaries and Staff	91.10	2,867,119	704,446	71,882	3,643,447	-	432,366	432,366	4,075,813	3,967,751
	Fringe Benefits & Payroll Taxes		615,052	151,118	15,421	781,591	-	92,752	92,752	874,343	835,695
	Retirement		67,538	16,594	1,693	85,825	-	10,185	10,185	96,010	79,868
	Management Company Fees		-	-	-	-	-	-	-	-	-
	Legal Service		-	-	-	-	-	14,238	14,238	14,238	23,500
	Accounting / Audit Services		-	-	-	-	-	37,560	37,560	37,560	24,421
	Other Purchased / Professional / Consulting Services		229,347	22,919	-	252,266	-	38,290	38,290	290,556	290,240
	Building and Land Rent / Lease		129,508	12,808	17,789	160,105	-	17,789	17,789	177,894	234,335
	Repairs & Maintenance		231,375	23,180	-	254,555	-	20,812	20,812	275,367	240,699
	Insurance		76,160	7,532	-	83,692	-	4,500	4,500	88,192	83,847
	Utilities		118,261	11,696	-	129,957	-	14,400	14,400	144,357	130,593
	Supplies / Materials		99,868	12,596	-	112,464	-	-	-	112,464	102,604
	Equipment / Furnishings		22,834	2,258	-	25,092	-	1,300	1,300	26,392	42,452
	Staff Development		32,829	3,247	-	36,076	-	-	-	36,076	96,066
	Marketing / Recruitment		28,096	1,885	-	29,981	-	-	-	29,981	8,203
	Technology		215,389	21,304	-	236,693	-	200	200	236,893	167,108
	Food Service		-	-	202,957	202,957	-	-	-	202,957	252,263
	Student Services		29,745	3,507	-	33,252	-	-	-	33,252	136,570
	Office Expense		58,252	5,761	-	64,013	-	29,000	29,000	93,013	84,510
	Depreciation		141,875	14,032	19,488	175,395	-	19,488	19,488	194,883	195,497
	OTHER		61,033	6,016	-	67,049	-	8,611	8,611	75,660	56,462
	Total Expenses		\$ 5,024,281	\$ 1,020,899	\$ 329,230	\$ 6,374,410	\$ -	\$ 741,491	\$ 741,491	\$ 7,115,901	\$ 7,052,684

RENAISSANCE ACADEMY CHARTER SCHOOL OF THE ARTS

FINANCIAL STATEMENTS

June 30, 2021





REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

Independent Auditors' Report

To the Board of Trustees
Renaissance Academy Charter School of the Arts
Rochester, New York

We have audited, in accordance with the auditing standards generally accepted in the United States of America, and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Renaissance Academy Charter School of the Arts (a nonprofit organization), which comprise the balance sheet as of June 30, 2021, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated October 20, 2021.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered Renaissance Academy Charter School of the Arts' internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Renaissance Academy Charter School of the Arts' internal control. Accordingly, we do not express an opinion on the effectiveness of Renaissance Academy Charter School of the Arts' internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees in the normal course of performing their assigned functions, to prevent or detect and correct misstatements on a timely basis. *A material weakness* is a deficiency or a combination of deficiencies in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. *A significant deficiency* is a deficiency or a combination of deficiencies in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.



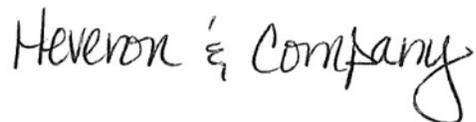
Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Renaissance Academy Charter School of the Arts' financial statements are free of material misstatements, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



Heveron & Company CPAs
Certified Public Accountants

Rochester, New York
October 20, 2021



**REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM
AND REPORT ON INTERNAL CONTROL OVER COMPLIANCE
REQUIRED BY THE UNIFORM GUIDANCE**

Independent Auditors' Report

To the Board of Trustees
Renaissance Academy Charter School of the Arts
Rochester, New York

Report on Compliance for Each Major Federal Program

We have audited Renaissance Academy Charter School of the Arts' compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of Renaissance Academy Charter School of the Arts' major federal programs for the year ended June 30, 2021. Renaissance Academy Charter School of the Arts' major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

Auditors' Responsibility

Our responsibility is to express an opinion on compliance for each of Renaissance Academy Charter School of the Arts' major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about Renaissance Academy Charter School of the Arts' compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.



We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of Renaissance Academy Charter School of the Arts's compliance.

Opinion on Each Major Federal Program

In our opinion, Renaissance Academy Charter School of the Arts complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2021.

Report on Internal Control Over Compliance

Management of Renaissance Academy Charter School of the Arts is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered Renaissance Academy Charter School of the Arts' internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program, and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of Renaissance Academy Charter School of the Arts' internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions to prevent, or detect and correct noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency or combination of deficiencies in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency or a combination of deficiencies in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Heveron & Company

Heveron & Company
Certified Public Accountants

Rochester, New York
October 20, 2021

**RENAISSANCE ACADEMY CHARTER SCHOOL OF THE ARTS
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
For The Year Ended June 30, 2021**

Section I - Summary of Auditors' Results

Financial Statements

The auditors' report expresses an unmodified opinion on the general-purpose financial statements of Renaissance Academy Charter School of the Arts.

No material weaknesses were identified in the internal controls over financial reporting.

No significant deficiencies were identified in the internal controls over financial reporting.

No instances of noncompliance material to the financial statements of Renaissance Academy Charter School of the Arts were disclosed during the audit.

Federal Awards

The auditors' report on compliance for major programs expresses an unmodified opinion.

No material weaknesses were identified in the internal control over major programs.

No significant deficiencies were identified in the internal controls over major programs.

There are no audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a).

Identification of Major Programs:

<u>CFDA Number(s)</u>	<u>Name of Federal Program or Cluster</u>
84.010	Title I Grants to Local Educational Agencies
84.425D	Elementary and Secondary School COVID-19 -Emergency Relief Fund

Dollar Threshold used to distinguish
between type A and type B programs: \$ 750,000

The auditee did not qualify as a low risk auditee.

Section II - Financial Statement Findings

None

Section III - Federal Award Findings and Questioned Costs

None

**RENAISSANCE ACADEMY CHARTER SCHOOL OF THE ARTS
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
For The Year Ended June 30, 2021**

Federal Grantor/Program Title Pass-Through Grantor	Federal CFDA Number	Agency or Pass Through Number	Passed Through to Subrecipients	Federal Expenditures
<u>United States Department of Agriculture</u>				
<u>Child Nutrition Cluster:</u>				
School Breakfast Program Passed Through New York State Education Department	10.553	421800860854	\$ -	\$ 74,938
National School Snack Program Passed Through New York State Education Department	10.555	421800860854	-	27,248
National School Lunch Program Passed Through New York State Education Department	10.555	421800860854	-	<u>106,695</u>
Total Child Nutrition Cluster			<u>-</u>	<u>208,881</u>
Total United States Department of Agriculture			<u>-</u>	<u>208,881</u>
<u>United States Department of Education</u>				
Title I Grants to Local Educational Agencies Passed Through New York State Education Department	84.010	260501861067	-	296,403
Supporting Effective Instruction State Grant Passed Through New York State Education Department	84.367	260501861067	-	32,159

RENAISSANCE ACADEMY CHARTER SCHOOL OF THE ARTS
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
For The Year Ended June 30, 2021
(Continued)

Federal Grantor/Program Title Pass-Through Grantor	Federal CFDA Number	Agency or Pass Through Number	Passed Through to Subrecipients	Federal Expenditures
<u>United States Department of Education (Continued)</u>				
Strengthening Institutions - Charter Schools Passed Through New York State Education Department	84.282	260501861067	-	10,380
Student Support and Academic Enrichment Program Passed Through New York State Education Department	84.424	260501861067	-	17,500
Elementary and Secondary School COVID-19 - Emergency Relief Fund Passed Through New York State Education Department	84.425D	260501861067	-	<u>247,493</u>
Total United States Department of Education			-	<u>603,935</u>
Total Federal Expenditures			\$ -	<u>\$ 812,816</u>

RENAISSANCE ACADEMY CHARTER SCHOOL OF THE ARTS
NOTES TO THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
For The Year Ended June 30, 2021

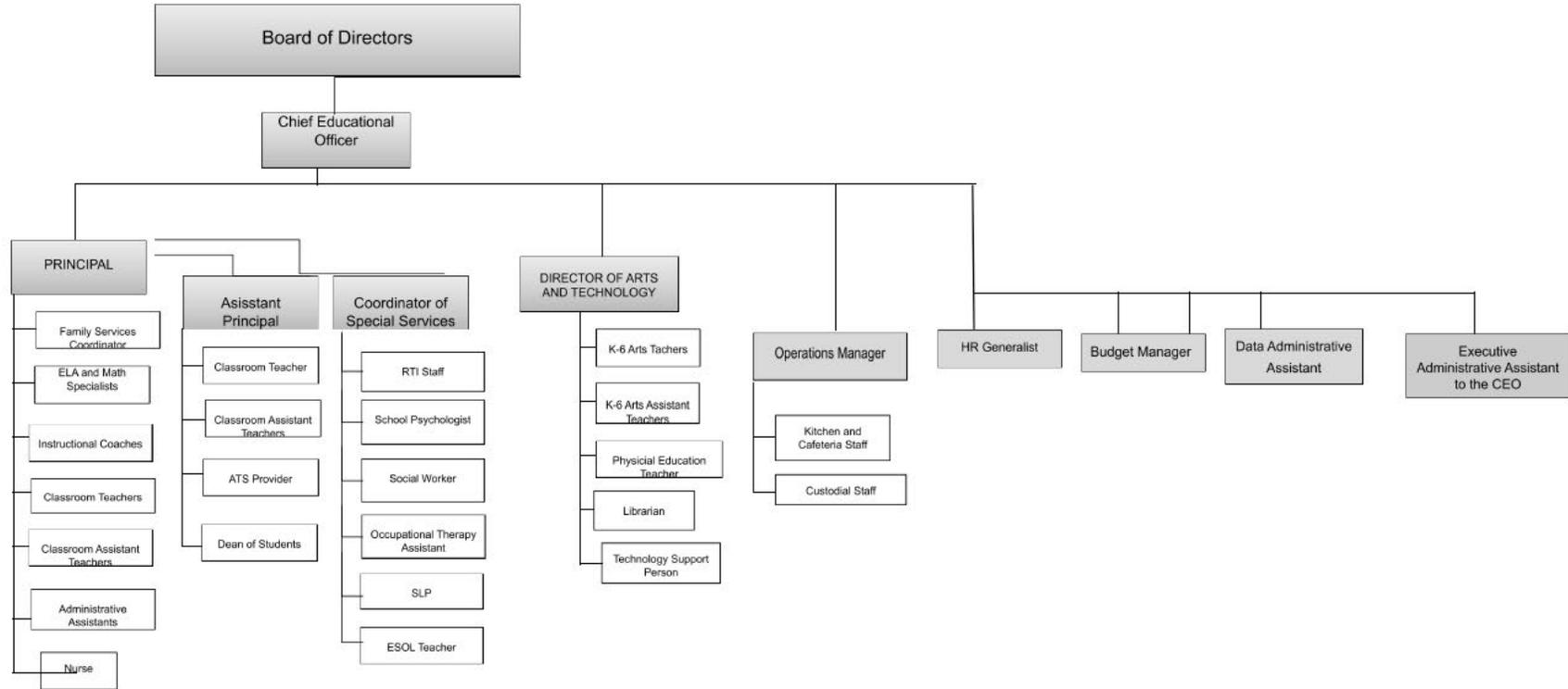
Note 1 - Basis of Presentation:

The accompanying Schedule of Expenditures of Federal Awards (the "Schedule") includes the federal award activity of Renaissance Academy Charter School of the Arts under programs of the federal government for the year ended June 30, 2021. The information in this Schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of Renaissance Academy Charter School of the Arts, it is not intended to and does not present the financial position, change in net assets or cash flows of Renaissance Academy Charter School of the Arts.

Note 2 - Summary of Significant Accounting Policies:

Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement. Renaissance Academy Charter School of the Arts has not yet elected not to use the 10% de minimis indirect cost rate allowed under the Uniform Guidance. All costs are directly allocated.

REVISED RA 2020-2021 Organizational Chart



Fire Inspection Violation Summary

Renaissance Academy Charter School for the Arts

Date of Inspection – May 17, 2021

Inspector – Kelly Wasson, NYS CEO 0309-7117B

Renaissance Academy

<u>Code Section</u>	<u>Description</u>	<u>Violation</u>
12 E-1 F604	No electrical system hazards observed or reported.	Room 004, 018 - String lights were found in the room. String lights are only allowed for 90 days under the electrical code.
12 J-1 F604	Extension Cords are properly used and are not a substitute for permanent wiring.	The main kitchen microwave is plugged into an extension cord.
14C-2 F705	Doors requiring closers are not rendered inoperable by removal of the closer or the installation of any non-automatic hold open device	Custodial Closet doors were found propped open.
15A-2 F807	Furnishings do not obstruct or obscure exits	Exit lights were not working in the Auditorium, Storage, furniture and equipment in hallways must not restrict exiting.

Athletic Storage Building

16B-2 F906	Portable fire extinguishers are located in a conspicuous location, are readily accessible, are not obstructed or obscured, and are maintained in accordance with this section and NFPA	The fire extinguisher is past due for inspection.
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Storage Building #1

16B-2 F906	Portable fire extinguishers are located in a conspicuous location, are readily accessible, are not obstructed or obscured, and are maintained in	The fire extinguisher is past due for inspection.
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	accordance with this section and NFPA	
--	---------------------------------------	--

2021-2022 School Calendar

July 2021						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

August 2021						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

S=7/T=13

September 2021						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

S=21/T=21

October 2021						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

S=20/T=20

November 2021						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

S=18/T=19

December 2021						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

S=16/T=16

Renaissance Academy Charter School of the Arts	
Bell Schedule 7:50am-3:35pm	
299 Kirk Road	
585-225-4200 (Fax) 585-225-4201	
Rochester, New York 14612	
JULY	
AUGUST	
Aug 2	First Day 11 Month
Aug 11	New Staff Report
Aug 16	First Day 10 mon h Staff
Aug 23	First Day Students
SEPT	
Sep 6	Labor Day - No School
Sep 7	Staff Development - No School
OCT	
Oct 11	Indigenous Peoples' Day - No School
NOV	
Nov 2	Staff Development - No School
Nov 11	Veterans Day - No School
Nov 24	Parent/Teacher Conference
Nov 25-26	Thanksgiving Recess
DEC	
Dec 23-31	Building Closed
JAN	
Jan 3	School Resumes
Jan 17	Martin Luther King, Jr. Day-No School
FEB	
Feb 4	Staff Development
Feb 21	Presidents Day
Feb 22-25	Winter Recess - No School
MAR	
Mar 29-31	NYS ELA Testing Gr.3-6
APR	
Apr 15	Good Friday - No School
Apr 18-22	April Recess
Apr 26-28	NYS Math Testing Gr 3-6
MAY	
May 30	Memorial Day - No School
JUN	
Jun 24	Last Day of School
Jun 24	1:00 Dismissal
Jun 27	Last Day - Teachers
191	Student Day;
201	Staff Days *1 flex day in August
	First Day of School
	NYS ELA Testing
	NYS Math Testing
	HOLIDAYS
	STAFF DEVELOPMENT-NO SCHOOL
	Last Day of School
	1 00 DISMISSAL

Approved 4.21.2021

January 2022						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

S=20/T=20

February 2022						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

S=14/T=15

March 2022						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

S=23/T=23

April 2022						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

S=15/T=15

May 2022						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

S=21/T=21

June 2022						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

S=17/T=18

University of the
Education



State of New York
Department

CERTIFICATE OF OCCUPANCY

VALID FOR FACILITY:

RENAISSANCE ACADEMY CHARTER SCHOOL OF THE ARTS
299 KIRK ROAD
ROCHESTER, NEW YORK 14612

Building ID: 261600880067

DISTRICT:

RENAISSANCE ACADEMY CHARTER-ARTS
DONNA MARIE COZINE
299 KIRK RD
ROCHESTER, NEW YORK 14612

Issuance Date: June 29, 2021

Effective Date: July 01, 2021

Expiration Date: July 01, 2022


Commissioner of Education

OBTAIN FIRE SAFETY REPORT FROM DISTRICT OFFICE

THIS CERTIFICATE VOIDS ANY PREVIOUSLY ISSUED