

Application: Renaissance Academy Charter School of the Arts

Cozine Donna Marie - [REDACTED]
Annual Reports

Summary

ID: 0000000094

Status: Liaison Review

Last submitted: Nov 30 2020 01:14 PM (EST)

Labels: Board of Regents

Entry 1 School Info and Cover Page

Completed Aug 3 2020

[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 2019-20 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, 2020)** 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, 2020)

Please select the correct authorizer as of June 30, 2020 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 Renaissance Academy Charter School of the Arts is to provide an enriched and rigorous instruction through the humanities and arts integration leading to success in college, careers and live.

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 day 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 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 character

strengths and virtues together requires drawing forth certain patterns of intellectual behavior that produce powerful results. At RA this important work is infused 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. RA recognizes that young children develop at different maturational rates. RA provides alternative modalities of expression and communication to support important language and comprehension milestones without undo 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. RA’s 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: “RA 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,

	<p>numbers and operations in base ten, number and operations with fractions, measurement and data and geometry. Formative anchor assessments are used to determine student achievement level with regard to the mathematical benchmarks throughout the year.”</p>
<p>KDE 5</p>	<p>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, RA has selected Character Education as one of the Key Design Elements of RA educational 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 studies a different character strength and virtue each week. These are incorporated into various parts of our day.</p>
<p>KDE 6</p>	<p>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 are interwoven into the academic curriculum. Studies cited demonstrate conclusive evidence that RA’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</p>
<p>KDE 7</p>	<p>Key Design Element: Extensive Support for Students and Families: RA believes partnering with parents and families will increase student achievement. RA has 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. RA has</p>

	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 2019-2020 SCHOOL YEAR (exclude Pre-K program enrollment)

506

j. TOTAL STUDENT ENROLLMENT ON JUNE 30, 2020 (exclude Pre-K program enrollment)

498

k. GRADES SERVED IN SCHOOL YEAR 2019-2020 (exclude Pre-K program students)

Check all that apply

Grades Served	K, 1, 2, 3, 4, 5, 6
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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 2020-2021?

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	[REDACTED]	Greece	k-6	No

m1a. Please provide the contact information for Site 1.

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Dr. Donna Marie Cozine	[REDACTED]	[REDACTED]	[REDACTED]
Operational Leader	Craig Eichmann	[REDACTED]	[REDACTED]	[REDACTED]
Compliance Contact	Craig Eichmann	[REDACTED]	[REDACTED]	[REDACTED]
Complaint Contact	Craig Eichmann	[REDACTED]	[REDACTED]	[REDACTED]
DASA Coordinator	C.J. Rolle	[REDACTED]	[REDACTED]	[REDACTED]
Phone Contact for After Hours Emergencies	Dr. Donna Marie Cozine	[REDACTED]	[REDACTED]	[REDACTED]

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, 2020.

Site 1 Certificate of Occupancy (COO)

[COO.2020pdf.pdf](#)

Filename: COO.2020pdf.pdf **Size:** 198.7 kB

Site 1 Fire Inspection Report

[Fire Inspection.2020.pdf](#)

Filename: Fire Inspection.2020.pdf **Size:** 1.1 MB

CHARTER REVISIONS DURING THE 2019-2020 SCHOOL YEAR

n1. Were there any revisions to the school's charter during the 2019-2020 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	Change in schedule/calendar	RA requested one half day a week for professional development for teachers	07/08/2019	07/08/2019
2	Change in organizational structure	Added position of Chief of Curriculum, Instruction and Assessment	07/08/2019	07/08/2019
3	Change in organizational structure	Updated the organizational chart	07/08/2019	07/08/2019
4	Change in teacher/staff handbook	Updated the staff handbook	08/15/2019	09/10/2019
5	Change in teacher/staff handbook	Approved a supervisor's manual to accompany the staff handbook	08/15/2019	09/10/2019

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	Other	Updated the Code of Ethics	10/29/2019	10/29/2019
7	Change in organizational structure	Updated Organizational Chart for 2020-2021	05/20/2020	06/08/2020
8	Change in schedule/calendar	Additional instructional hours added to the 2020-2021 school calendar	05/13/2020	07/21/2020
9	Other	Updated RA's Financial Policies and Procedures	06/18/2020	Pending
10	Change in admissions/enrollment policy	Added a weighted lottery for students with disabilities	07/15/2020	pending

PLEASE NOTE CHARTER SCHOOLS WILL NO LONGER SUBMIT FINANCIAL STATEMENTS, ANNUAL BUDGETS, AND RELATED FISCAL DATA VIA THE ANNUAL REPORT. HOWEVER, NYSED BOARD OF REGENTS WOULD LIKE TO KNOW IF YOUR SCHOOL'S BOARD OF TRUSTEES HAS APPROVED A BUDGET FOR THE 2020-2021 FISCAL YEAR.

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

Yes

ATTESTATION

p. Individual Primarily Responsible for Submitting the Annual Report.

Name	Dr. Donna Marie Cozine
Position	Chief Educational Officer
Phone/Extension	[REDACTED]
Email	[REDACTED]

p. 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. Check **YES if you 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



Signature, President of the Board of Trustees



Date

(No response)

Thank you.



Entry 2 NYS School Report Card

Completed Aug 3 2020 Hidden from applicant

Instructions

SUNY-authorized charter schools only

Provide a direct web link to the most recent New York State School Report Card for the charter school (See <https://reportcards.nysed.gov/>) . This report captures school-level enrollment and demographic information, staff qualifications, electronic student records, and attendance rates, as prescribed by New York State statute (8 NYCRR 119.3).

Entry 2 NYS School Report Card Link

RENAISSANCE ACADEMY CHARTER SCHOOL OF THE ARTS 260501861067

NEW YORK STATE REPORT CARD

Provide a direct URL or web link to the most recent New York State School Report Card for the charter school (See <https://reportcards.nysed.gov/>).

(Charter schools completing year one will not yet have a School Report Card or link to one.

Please type "URL is not available" in the space provided.)

<https://data.nysed.gov/profile.php?instid=800000082488>

Entry 3 Progress Toward Goals

Completed Aug 3 2020

Instructions

Regents, NYCDOE, and Buffalo BOE-authorized charter schools

For the 2019-2020 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".

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, 2020.

1. ACADEMIC STUDENT PERFORMANCE GOALS

For the 2019-2020 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”.

2019-20 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
				<p>RA will continue to utilize the steps that were taken during the 2019-2020 school year to focus on this goal as outlined below. Additionally, RA will administer a baseline math assessment to each student at the beginning of RA's hybrid virtual academy. Classroom teachers and coaches will analyze the data to plan instruction to meet the needs</p>

of the students to ensure they are getting what they need to be successful and reach the level of proficiency in the 2020-2021 school year.

2019-2020 was the first year that RA fully implemented Achievement First (AF) math curriculum and was a part of the 5th and 6th grade AF Navigator Program. The program's Year-long objective: Provide the coaching and tools that will empower all partner networks to implement the MS Math Curriculum and Program effectively in order to obtain at least 5% proficiency growth in 100% of partner schools, and 10% growth in at least 20% of partner schools (Excerpted from the Navigator Middle School Math Implementational Playbook)

Academic Goal 1	<p>Increase aggregate math performance by 5-7% for the 2019-2020 school year as compared to the 2018-2019 school year to lead to the NYS standard of performance by the third year</p>	<p>iReady Data Interim Assessment Data Teacher Observation Formative Assessments</p>	Unable to Assess	<p>As part of that program RA administered AF's interim assessments to all students in grades 3-6. These assessments are strategically designed to be more rigorous, including more strict scoring rubrics, allowing for less partial credit. The reasoning behind this is to prepare students by getting them comfortable with a high rigor bar so that they will be comfortable with the rigor level on the state test. Because of this we cannot compare IA data from year over year and are not 100% certain of the predictability. These interim assessments were given in late January and early February. After these assessments we deep dove into the standards missed and grouped students based on</p>
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needs. We were able to provide intervention based on these gaps in groups of 5 or less every day. We specifically targeted major emphasis standards that our students needed and that were heavily weighted on the NYS Math assessment. The tables below show the standards we focused on throughout the year at each grade level 3-6, and the mastery percentages from Interim assessment 1 and 3. Those major increases enable us to confidently predict an increase in math achievement this year.

Based on a 7% aggregate improvement from Fall to Winter in Math iReady scores we can confidently predict that students would have grown an

				<p>additional 10% from winter to spring, bringing our total percentage of improvement on iReady this year to 17%. This is based on the predictive measure of grades K-5 and the actual end of year diagnostic for grade 6.</p>
				<p>RA will continue to utilize the steps that were taken during the 2019-2020 school year to focus on this goal as outlined below. Additionally, RA will administer a baseline math assessment to each student at the beginning of RA's hybrid virtual academy. Classroom teachers and coaches will analyze the data to plan instruction to meet the needs of the students to ensure they are getting what they need to be successful and reach the level of proficiency in the 2020-2021 school year.</p>

<p>Academic Goal 2</p>	<ul style="list-style-type: none"> • Increase aggregate ELA performance by 5-7% for the 2019-2020 school year as compared to the 2018-2019 school year to lead to the NYS standard of performance by the third year 	<p>iReady Data Interim Assessment Data Teacher Observation Formative Assessments</p>	<p>Unable to Assess</p>	<p>RA will continue to focus on data driven instruction through consistent weekly data meetings. These were impactful this year and showed an increase in student achievement. After each interim assessment a detailed analysis will be created and an action plan developed to address the areas of need. Coaches and teachers will be aware of and consistently assess the power standards in their curriculum.</p> <p>Based on Internal Interim Assessments that are composed of all Released NYS Test Questions we can predict an aggregate improvement of 8-11%. These interim assessments were given in late January and early February. After these assessments we deep dove into the standards</p>
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missed and grouped students based on needs. We were able to provide intervention based on these gaps in groups of 5 or less every day. We specifically targeted the question types and strategies students needed. Based on formative assessments given in these small groups we can confidently predict an increase of 2-3% from the Internal Interim Assessments.

Based on a 12% aggregate improvement from Fall to Winter in ELA iReady scores we can confidently predict that students would have grown an additional 12% from Winter to Spring, bringing our total percentage of improvement on iReady this year to 24%.

K-2 set a goal of

Academic Goal 3	increasing ELA iReady data by 20%.	iReady diagnostic data	Met	
Academic Goal 4	Kindergarten set a goal of having 90% of students score on or above grade level on the ERA assessment.	ERA Assessment data	Unable to Assess	Unfortunately, due to COVID closures we were unable to get the data necessary to assess this goal. Unfortunately due to school closure we were not able to give the next ERA assessment but based on 82% of students meeting the goal in December we can confidently predict 90%+ students would have met the goal by June.
Academic Goal 5	85%+ Ss in all grade 5 and 6 math classes provide a best attempt on TAI	Longitudinal data provided by Achievement First's Navigator Program Student work artifacts Teacher formative assessment data Coach observations and feedback	Met	
		Longitudinal data provided by Achievement First's Navigator Program		

Academic Goal 6	80%+ of fifth grade math and Ts are proficient in the Opening portion of math lesson.	<p>Student work artifacts</p> <p>Teacher formative assessment data</p> <p>Coach observations and feedback</p>	Met	
Academic Goal 7	100% of coaches/IPP leaders can execute IPP meetings at a foundational level or better (2+)	<p>Longitudinal data provided by Achievement First's Navigator Program</p> <p>Student work artifacts</p> <p>Teacher formative assessment data</p> <p>Coach observations and feedback</p>	Met	
Academic Goal 8	90% of student work for a selected problem meets CFS of the day's lesson in grade 5 and grade 6 math	<p>Longitudinal data provided by Achievement First's Navigator Program</p> <p>Student work artifacts</p> <p>Teacher formative assessment data</p> <p>Coach observations and feedback</p>	Met	
		Longitudinal data provided by		

Academic Goal 9	80%+ of Ts are proficient in Test The Conjecture / Interacting with New Material (middle) portion of 5th and 6th grade math lesson.	Achievement First's Navigator Program Student work artifacts Teacher formative assessment data Coach observations and feedback	Met	
Academic Goal 10	100% of coaches can execute Observation/Feedback coaching meetings at a foundational level or better (2+)	Longitudinal data provided by Achievement First's Navigator Program Student work artifacts Teacher formative assessment data Coach observations and feedback	Met	

2. Do have more academic goals to add?

Yes

2019-2020 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	2019-2020 progress toward attainment of goal Met/Not Met/Unable to
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				Assess During Due to Closure
Academic Goal 11	70%+ of students in all 5th and 6th grade math classes demonstrate mastery/achievement of the target outcome for the lesson	<p>Longitudinal data provided by Achievement First's Navigator Program</p> <p>Student work artifacts</p> <p>Teacher formative assessment data</p> <p>Coach observations and feedback</p>	Met	
Academic Goal 12	80%+ of fifth and sixth grade math Ts are proficient in rapid feedback and batch feedback- "Purposeful Practice"	<p>Longitudinal data provided by Achievement First's Navigator Program</p> <p>Student work artifacts</p> <p>Teacher formative assessment data</p> <p>Coach observations and feedback</p>	Met	
Academic Goal 13	100% of IPP leaders can execute IPP meetings (independent work work-centered) at a foundational	<p>Longitudinal data provided by Achievement First's Navigator Program</p> <p>Student work artifacts</p> <p>Teacher formative</p>	Met	

	level or better- (2+)	assessment data Coach observations and feedback		
Academic Goal 14				
Academic Goal 15				
Academic Goal 16				
Academic Goal 17				
Academic Goal 18				
Academic Goal 19				
Academic Goal 20				

3. Do have more academic goals to add?

No

4. ORGANIZATION GOALS

For the 2019-2020 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”.

2019-2020 Progress Toward Attainment of Organization Goals

Organizational Goal	Measure Used to Evaluate Progress	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
Org Goal 1	Increase the number of ELL students who will be accepted for the 2020-2021 school year to a minimum of 12 students.	Accepted students	Met	N/A
Org Goal 2	Implement the procedures and practices learned through the RELAY GSE National Principal Supervisor's Training.	Artifacts of trainings conducted by Drs. Cozine and Loury	Met	N/A
Org Goal 3	Train a 100% of the instructional leadership team in the DDI procedures and processes.	Artifacts of trainings conducted by Drs. Cozine and Loury.	Met	N/A
Org Goal 4	Implement Weekly Data Meetings and Unit Unpackings at all grade levels.	Minutes of Weekly Dat Meetings (WDMs) Video coaching of WDMs Minutes and artifacts from Unit Unpacking in both ELA and math	Met	N/A
Org Goal 5	To provide a comprehensive Virtual Academy for students during the COVID-19 Pandemic	Continuity of Learning Plan Student work artifacts Family and staff survey results	Met	N/A

Org Goal 6	To update the Financial Policies and Procedures Handbook.	Revised Policies and Procedures Non-Material Charter Revision Request Meeting agendas and minutes	Met	N/A
Org Goal 7	The board Development Committee wanted to create a Development Plan to align to the goals set forth in the strategic plan.	Completed Plan	Met	
Org Goal 8	The board Development Committee wanted to conduct an Annual Donor campaign.	Annual Donor Campaign initiated, 17k raised.	Met	
Org Goal 9	The Governance committee's goal was to increase the number of members of the board of trustees with experience that aligns to the board needs.	RA now has 9 board of trustee members, 6 that have been added this past year	Met	
Org Goal 10	The Board wanted to improve their functioning around governance.	Board hired a coach to work with committee chairs and the Board chairperson. The strategic plan includes activities to support this	Met	

		goal.		
Org Goal 11				
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

2019-2020 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	Incorporation of the financial benchmarks into our financial reporting and budgeting process.	Review of financial benchmarks are included in the agenda of the monthly meetings. Board members are provided a one page summary	Met	

		each month that includes those indicators.		
Financial Goal 2	Improve the accuracy and timeliness of the monthly financial reporting.	the hiring of an outside consultant (Marino Advisory Services) helped facilitate this. This has resulted in improved financial reporting including a monthly dashboard that measures our performance against key benchmarks required by the state.	Met	
Financial Goal 3	To meet the requirement of 60 days of cash on hand.	Budget Template Monthly financial reports	Partially Met	RA was able to adjust budgeted processing to improve cash on hand numbers. RA was able to get within 4 days of the requirement and will meet the requirement in subsequent years.
Financial Goal 4				
Financial Goal 5				

7. Do have more financial goals to add?

No

Thank you.

Entry 3 Accountability Plan Progress Reports

Incomplete Hidden from applicant

Instructions

SUNY-Authorized Charter Schools ONLY

SUNY-authorized charter schools must download an [Accountability Plan Progress Report template](#). After completing, schools must upload the document into the by September 15, 2020.

Entry 7 Disclosure of Financial Interest Form

Completed Aug 3 2020

Instructions - Multiple Uploads Permitted

Required of ALL Charter Schools by August 3

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 2019-2020 school year must complete a signed:

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

S

Filename: S.Gordon.FDisclosure.2020 Pkq0MFi.pdf **Size:** 115.1 kB

A

Filename: A.Rosen.FDisclosure.2020 UFhWKyR.pdf **Size:** 178.9 kB

ACaine

Filename: ACaine.FDisclosure.2020 LwSoZEv.pdf **Size:** 1.2 MB

T

Filename: T.Merkel.FDisclosure.2020 ySqTXDr.pdf **Size:** 124.7 kB

[C](#)

Filename: C.Hayward.FDisclosure2020 NIENi4I.pdf **Size:** 99.4 kB

[B](#)

Filename: B.Brinkerhoff.F.Disclosure2020 NB8SdOn.pdf **Size:** 202.1 kB

[A](#)

Filename: A.Reingold.FDisclosure 2020 NfVc87m.pdf **Size:** 112.6 kB

[L](#)

Filename: L.Dickey.Fdisclosure 2020 d7GI6A6.pdf **Size:** 2.0 MB

[N](#)

Filename: N. Washington.FDisclosure2020 y4QDbLZ.pdf **Size:** 93.5 kB

[L](#)

Filename: L.Spiro.FDisclosure2020 .pdf **Size:** 552.4 kB

Entry 8 BOT Membership Table

Completed Aug 3 2020

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 8 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. 2019-2020 Board Member Information (Enter info for each BOT member)

	Trustee Name and 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 2019-2020
1	Steven Gordon [REDACTED]	Chair	All Committees	Yes	3	01/13/2018	01/13/2021	11
2	Bert Brinerhoff [REDACTED]	Treasurer	Finance Development	Yes	3	04/14/2018	04/14/2021	7
3	Dr. Aaron Rosen [REDACTED]	Trustee/Member	Governance	Yes	1	04/11/2017	04/11/2020	7
4	Thomas Merkel [REDACTED]	Trustee/Member	Academic	Yes	1	09/20/2019	09/20/2023	6
5	Natalie Washington [REDACTED]	Secretary	Human Resources: Succession Planning	Yes	1	09/20/2019	09/20/2023	6

6	Amy Reingold [REDACTED]	Trustee/Member	Development	Yes	1	09/20/2019	09/20/2023	8
7	Alan Caine [REDACTED]	Trustee/Member	Finance	Yes	1	10/20/2019	10/20/2023	7
8	Linda Dickey [REDACTED]	Trustee/Member	Academic	Yes	1	12/04/2019	12/04/2023	5 or less
9	Cheryl Hayward [REDACTED]	Trustee/Member	Governance	Yes	1	02/20/2020	02/26/2024	5 or less

1a. Are there more than 9 members of the Board of Trustees?

Yes

1b. Current Board Member Information

	Trustee Name and 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 2019-2020
10	Louis Spiro [REDACTED]	Trustee/Member	Finance/Academic	Yes	1	10/16/2019	05/20/2020	7
11				Yes				
12				Yes				
13				Yes				
14				Yes				
15				Yes				

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, 2020	10
b.Total Number of Members Added During 2019-2020	6
c. Total Number of Members who Departed during 2019-2020	1
d.Total Number of members, as set in Bylaws, Resolution or Minutes	11

3. Number of Board meetings held during 2019-2020

12

4. Number of Board meetings scheduled for 2020-2021

12

Thank you.

Entry 9 Board Meeting Minutes

Completed Aug 3 2020

Instructions

Schools must upload a complete set of monthly board meeting minutes (July 2019-June 2020), which should match the number of meetings held during the 2019-2020 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 3, 2020.

[Composite Minutes](#)

Filename: Composite Minutes.July2019 June2020 5MTiuVV.pdf Size: 2.1 MB

Entry 10 Enrollment & Retention

Completed Aug 3 2020

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

ALL charter schools must complete this section. Describe the efforts the charter school has made toward meeting targets in 2018-2019 to attract and retain enrollment of Students with Disabilities (SWDs), English Language Learners/Multilingual Learners (ELLs/MLLs), 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 2019-2020.

Entry 10 Enrollment and Retention of Special Populations

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

Describe the efforts the charter school has made in 2019-2020 toward meeting targets to attract and retain enrollment of students with disabilities, English language learners/Multilingual 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 2020-2021.

RENAISSANCE ACADEMY CHARTER SCHOOL OF THE ARTS 260501861067

Recruitment/Attraction Efforts Toward Meeting Targets

	Describe Recruitment Efforts in 2019-2020	Describe Recruitment Plans in 2020-2021
	Economically Disadvantaged: RA has met the retention targets for economically disadvantaged students. We exceeded these targets by recruiting at Head Start, and other similar facilities that provide pre-school services to economically disadvantaged	Economically Disadvantaged: 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.

<p>Economically Disadvantaged</p>	<p>students. RA also participated in Good Schools Roc - an online website that allows parents to obtain information about charter schools and apply. Good Schools Roc marketing strategies included postcard mailers, radio ads, Facebook posts, billboards and Charter School Fairs. Our participation with Good Schools Roc resulted in a 200% increase in applications. In addition, RA included a QR code on all flyers and posters for expedient and easy access to RA's admission website and application page.</p>	<p>RA will also continue to participate in Good Schools Roc's efforts to inform parents of school choice, while providing information about each charter school, and applying online. In addition, RA will 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>English Language Learners: RA has consistently not met enrollment targets for ELL students. Despite the fact that the number of refugees/ELL families that migrate to Rochester continues to decline, we continue to make strides in our recruitment efforts. RA has translated flyers, posters, applications, and recruitment materials into 9 languages to communicate with our targeted ELL families. The Family Services Coordinator's ongoing efforts to grow and nourish relationships with community organizations, preschool programs, churches, housing complexes, colleges and international food markets to recruit ELL families. RA increased outreach documents to include both English, Arabic, Burmese, Nepali, Karen, Somali, French, Chinese, Swahili and Spanish about our school programs and services. The flyers and posters were shared widely in those</p>	<p>English Language Learners: RA will continue to develop relationships with Refugee and Immigration Centers, religious outreach centers, organizations that have been established for individuals from other countries such as Ibero. Our Family Services Coordinator leads our outreach efforts and will remain diligent and diverse in her recruitment campaign. She will continue to grow and nurture relationships with each of these contacts and seek additional outreach opportunities. We will provide flyers about our school in both English and the nine other languages. We will continue to invite organization leaders and parents to tour our school, offering translation services when needed.</p> <p>The above efforts culminated in 758 applications to our school in</p>

English Language Learners/Multilingual Learners

communities. The Family Services Coordinator continues to develop and maintain relationships with organizations that include: Head Start programs, No One Left Behind, Mary's Place, a refugee outreach center, Rochester Refugee Resettlement Services, Saints Place, Refugees helping Refugees, Retired and active ESOL teachers. Ibero, a spanish community center, including their Early Childhood Servicesdivision, The Rochester Childfirst Network, Rustic Village and Chatham Gardens Apartment complexes that houses refugees/ELL families,MCC Academic Support Services - Cross Cultural Counseling, international food markets, Lake Avenue Baptist Church and the Lighthouse Christian Fellowship Church, whose congregants include Burmese Refugees, the Maplewood library that sponsors ELL Adult classes for various groups who come from Yemin, South East Asia, Nepal, Somalia, Berma, and Thailand. The contacts included on site visits where she introduced herself, shared info about our school, hung posters and left literature about our school, along with multiple follow up phone calls and emails. RA also reached out to current ELL families to recruit for the 2019-2020 school year.

2019-2020 and 11 ELL students enrolled in 2019-2020. 845 applications were submitted to our school for the 2020-2021 academic year and 4 ELL students were selected at our 2020-2021 lottery and 6 ELL students are registered for the 2020-2021 school year. This year the FSC attended a webinar to gain insight on how RA could safely recruit ELL students in the area during the pandemic. The FSC and the COO met with the representatives from Schola, a recruitment resource to discuss a potential partnership that would potentially increase ELL enrollment for future recruitment endeavors.

The above efforts culminated in 758 applications to our school in 2019-2020 and 11 ELL students enrolled in 2019-2020. 845 applications were submitted to our school for the 2020-2021 academic year and 4 ELL students were selected at our 2020-2021 lottery and 6 ELL students are registered for the 2020-2021 school year.

We continue to find 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.

Students with Disabilities
RA has come in below recruitment targets in special

Students with Disabilities

education when compared to the Rochester City School District. When compared to our district of location we are lagging slightly behind as well. RA has ramped up its efforts to recruit students with disabilities into our program. RA recruits for our kindergarten classes from a number of preschool programs and UPK centers that serve children with disabilities. 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. RA also offers a continuum of special education services which broadens the type of classification and program that we can accommodate. Because we lose classified 6th graders upon graduation it has become a

Students with Disabilities:

The board is voting on a weighted lottery for students with IEPs. Having a weighted lottery has helped our recruitment of ELL students and we anticipate it will increase the number of special education students as well.

In addition to what we have done in the past, RA will communicate the benefits of our program to the RCSD's committee on special education. We have developed a very positive working relationship with them in the past and they have recommended students to our program that they believe would be a good fit. As we have created marketing materials for our other target populations we will continue to do so for students with disabilities and deliver them to social services agencies, early intervention locations and physician's offices in the City of Rochester to expand our outreach. RA is hopeful that this targeted outreach will result in more applications from parents of students with disabilities which will increase the number of students accepted into RA's random lottery.

	<p>priority to ramp up outreach in the hopes that a higher percentage of special education students are accepted through the random lottery due to increased lottery submissions by parents of special education students.</p>	
--	--	--

Retention Efforts Toward Meeting Targets

	Describe Retention Efforts in 2019-2020	Describe Retention Plans in 2020-2021
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>During COVID closures RA continued to offer services such as daily food, home visits with food and technology to those without transportation, and continued contact with our families with insecure housing.</p>	<p>As the year will begin during the COVID pandemic, RA will continue to extend our food services to all our families, provide at home delivery of food and school supplies as necessary and stay in contact with our families with insecure housing. Additionally, 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.</p>
	<p>RA makes an effort to ensure our current families are happy with their child’s experience at RA by surveying our ELL families mid year and encouraging ELL families become more engaged with school events.</p>	

English Language
Learners/Multilingual Learners

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 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, and in the nine additional languages. 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 Lake Avenue Baptist Church which has a population of Burmese citizens and refugee health centers, inquire from where other schools are acquiring their ELL students and bringing parents and their children from refugee centers to tour our school by bus. The FSC will continue to foster her relationship with The Heritage

As the year will begin during the COVID pandemic, RA will continue to provide a high level of "touch" to our ESOL families. We have a number of new ESOL families who we will work closely with to ensure they are aware of the programmatic adjustments caused by COVID. At the current time, RA is planning a 2-3 schedule and are giving ESOL students preference to attend all 4 days in person.

RA will increase the opportunities

Christian Services where 6 ELL students were recruited from.

Although recruitment efforts were interrupted due to the COVID-19 pandemic, the FSC continued to remain in communication with our ELL and SWD Families to ensure they were healthy, safe and had their essential needs met. The FSC and support staff transported food and Chromebooks to families. The FSC asked our parent based Family Liaisons to connect with their classroom families (parent to parent support) to assess the families' wellbeing. The FSC posted information on social media and the school's website to ensure that families were abreast of resources that were available such as, educational tips while quarantined, child care, food distribution, mental health services, internet services, masks, as well as virtual events that were educational, fun and creative. The FSC also compiled a COVID-19 Family Resource List that was shared via social media and emailed to RA Families for easy access. A COVID-19 resource listing was also made available to our ELL families in their language.

RA's ESOL teacher adjusted her schedule so that she was able to service all her students at the time that worked for their families. Additionally, she attended all virtual lessons that her students attended so she

for ELL/MLL families to be engaged with school events. The FSC will continue to reach out to families to determine levels of satisfaction and need for programmatic adjustments. RA will consider pursuing a partnership with Schola to assist with recruiting ELL families in a safe manner during the COVID-19 pandemic.

	could support their understanding and application of the content.	
Students with Disabilities	<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? 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.</p>	<p>The Board of Trustees voted on a weighted lottery for ELL students for the 2021-2022 school year. The weighted lottery has assisted RA in increasing its % of ELLs and the Board of Trustees believes it will assist in the % of SWDs as well.</p> <p>RA will continue to 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.</p>

Entry 12 Percent of Uncertified Teachers

Completed Aug 3 2020

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.

Entry 12 Uncertified Teachers

School Name: RENAISSANCE ACADEMY CHARTER SCHOOL OF THE ARTS 260501861067

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, 2020)	4
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2020)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2020)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2020)	1
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.

i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2020)	0
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2020)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2020)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2020)	0
Total Category B: not to exceed 5	0.0

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, 2020)	5
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2020)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2020)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2020)	0
Total Category C: not to exceed 5	5.0

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	0

CATEGORY E: TOTAL FTE COUNT OF CERTIFIED TEACHERS

	FTE Count
Total Category E	39.7

CATEGORY F: TOTAL FTE COUNT OF ALL TEACHERS

Please do not include paraprofessionals, such as teacher aides.

	FTE Count
Total Category F	49.7



Thank you.

Entry 13 Organization Chart

Completed Aug 3 2020

[Instructions](#)

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

Upload the 2019-2020 **Organization Chart**. The organization chart should include position titles and reporting relationships. Employee names should not appear on the chart.

a

Filename: a. 2019 2020 RA Organizational Chart Ba6b4Gs.pdf **Size:** 991.3 kB

Entry 14 School Calendar

In Progress Last edited: Sep 15 2020

[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 3, 2020. If the charter school has a tentative calendar based on available information and guidance at the time, please submit with the August 3rd submission. Charter schools will be able to upload an updated school calendar into the portal at any time but no later than **September 15, 2020**.

School calendars must meet the [minimum instructional requirements](#) adopted by the Board of Regents in 2018.

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.

[Master Schedule 2020-2021 draft](#)

Filename: Master Schedule 2020 2021 draft.pdf **Size:** 59.0 kB

Entry 15 Links to Critical Documents on School Website

Completed Aug 3 2020

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., 2018-19 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 15 Links to Critical Documents on School Website

School Name: Renaissance Academy Charter School of the Arts

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:

	Link to Documents
1. Most Recent Annual Report (i.e., 2018-19)	https://core-docs.s3.amazonaws.com/documents/asset/uploaded/file/817910/NYSED Annual Report August 2018.pdf
2. Most Recent Board Meeting Notice and Related Agenda Item Documents	https://www.renacad.org/o/renaissance-academy-charter-school-of-the-arts/browse/55458
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

- | | |
|--|--|
| <p>4. Most Recent Lottery Notice Announcing Lottery</p> <p>5. Authorizer-Approved DASA Policy</p> <p>6. District-wide Safety Plan</p> <p>6a. Authorizer-Approved Discipline Policy (as per August 29, 2019 Emergency Response Plan Memo)</p> <p>7. Authorizer-Approved FOIL Policy</p> <p>8. Subject matter list of FOIL records</p> <p>9. Link to School Reopening Plan</p> | <p>https://www.renacad.org/o/renaissance-academy-charter-school-of-the-arts/page/good-schools-roc</p> <p>https://core-docs.s3.amazonaws.com/documents/asset/uploaded file/817909/DASA Policy and Procedures.docx.pdf</p> <p>https://core-docs.s3.amazonaws.com/documents/asset/uploaded file/815935/PDI 2 Student Discipline Policy.pdf</p> <p>https://core-docs.s3.amazonaws.com/documents/asset/uploaded file/815929/FINAL Save Plan 19-20 rev. Oct 2019.pdf</p> <p>https://core-docs.s3.amazonaws.com/documents/asset/uploaded file/815939/Renaissance Academy FOIL.pdf</p> <p>https://core-docs.s3.amazonaws.com/documents/asset/uploaded file/833223/Renaissance Academy FOIL Topics.pdf</p> <p>https://www.renacad.org/article/278048?org=renaissance-academy-charter-school-of-the-arts</p> |
|--|--|

Thank you.



Entry 16 COVID 19 Related Information

Completed Aug 3 2020

Instructions

Required of ALL charter schools

Please provide the number of students attending instruction on the last day instruction was provided within physical school facilities and the number of students participating in virtual programming on the last day such programming was offered for the 2019-2020 school year.

If applicable, please provide the name and publisher of all end of year assessments provided by grade level as well as the number of participating students. Board of Regents-authorized charter schools are encouraged to refer to Appendix B of the [Remote Monitoring and Oversight Plan Spring 2020](#) remote for

best practices regarding end of year assessments in a remote learning environment.

Entry 16 COVID 19 Related Information

School Name: Renaissance Academy Charter School of the Arts

TABLE 1: 2019-2020 Enrollment, Attendance and Participation Between March-June 2020

Please provide the number of students attending instruction on the last day instruction was provided within physical school facilities and the number of students participating in virtual programming on the last day such programming was offered for the 2019-2020 school year.

Number of students enrolled in school on the last day instruction was provided within physical school facilities	Number of students attending instruction on the last day instruction was provided within physical school facilities	Number of students participating in virtual programming on the last day such programming was offered for the 2019-20 school year
495	351	345

Table 2: 2019-2020 Assessments and Grade Participation

If applicable, please provide the name and publisher of all end of year assessments provided by grade level as well as the number of participating students. Board of Regents-authorized charter schools are encouraged to refer to Appendix B of the [Remote Monitoring and Oversight Plan Spring 2020](#) remote for best practices regarding end of year assessments in a remote learning environment.

Assessment Title	Grade K	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Grade 6	Grade 7	Grade 8	Grade 9	Grade 10	Grade 11	Grade 12	Number of Participating

X	X	X	X	X	X	X	X	X	X	X	X	X
X	X	X	X	X	X	X	X	X	X	X	X	X
X	X	X	X	X	X	X	X	X	X	X	X	X
X	X	X	X	X	X	X	X	X	X	X	X	X
X	X	X	X	X	X	X	X	X	X	X	X	X
X	X	X	X	X	X	X	X	X	X	X	X	X

Tota

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Entry 17 Staff Roster - NEW TASK For Regents Schools Only

Completed Aug 3 2020

[INSTRUCTIONS - NEW TASK FOR REGENTS-AUTHORIZED CHARTER SCHOOLS](#)

Please provide the full name of **ANY and ALL** instructional and non-instructional employees and their respective positions/titles, and employment start dates in the charter school by clicking on the MS Excel file link to the [Staff Roster](#).

[Staff_Roster_as_of_8-3-2020 Renacad\(1\)](#)

Filename: Staff Roster as of 8 3 2020 Renacad1.xlsx **Size:** 13.4 kB

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

Name: Steven 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

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 X 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
June 2, 2016	\$50,000 LOAN @ 6% None if applicable	NOTE PAID OFF in 2017 Did not vote or involved in discussion's REGARDING this loan	NOTE WAS in my name.

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><i>Please write "None" if applicable. Do not leave this space blank.</i></p>				

[Handwritten Signature]

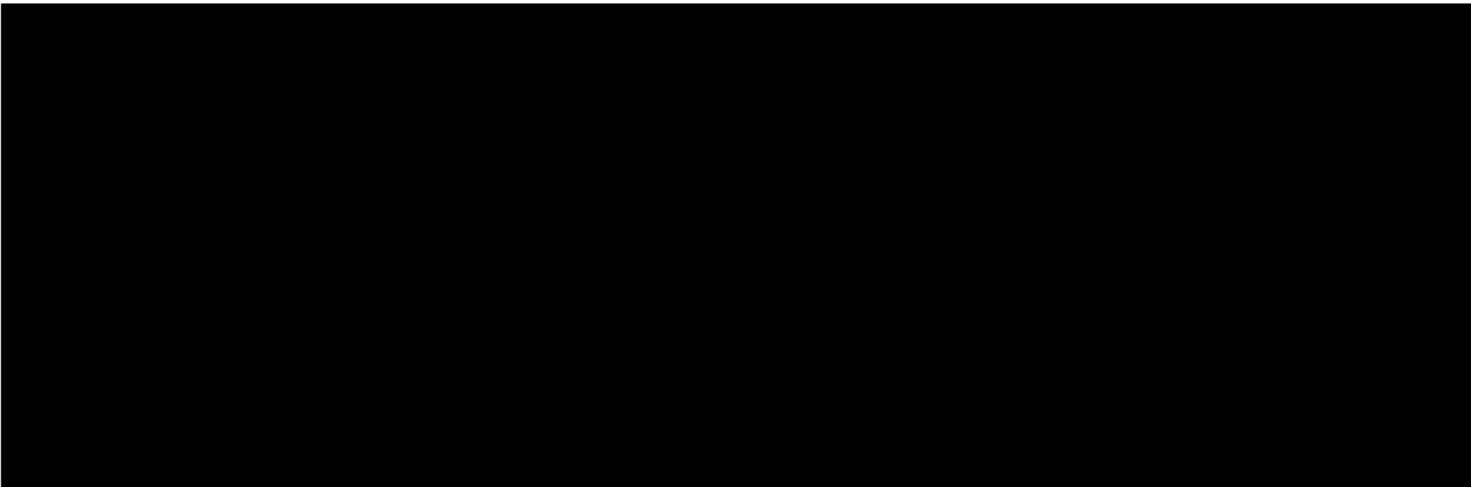
7/22/2020

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.





last revised 06/8/2020

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

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

Board member, Chair governance committee

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



last revised 06/8/2020



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

Name:

ALAN D CAINE

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).

FINANCE 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
Please write "None" if applicable. Do not leave this space blank.		<i>None</i>	Please write "None" if applicable. Do not leave this space blank.

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."

Steps taken to avoid conflict of interest	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	Approximate value of the business conducted	Nature of business conducted	Organization conducting business with the school(s)
		None		

Please write "None" if applicable or not leave this space blank.

Signature _____ Date 6/29/20

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: Tom 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 Rochester NY

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?
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

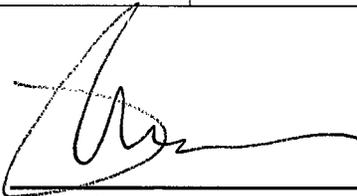
If Yes, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

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. NONE			Do not leave this space blank.

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;"><i>Please write "None" if applicable. Do not leave this space blank.</i></p> <p>NONE</p>				


 Signature

6/29/20
 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.



last revised 06/8/2020

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):

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

Parent Liaison

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

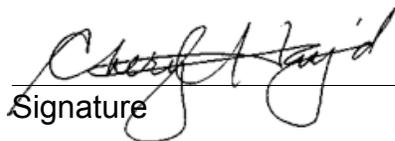
If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

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
<i>NONE</i>			

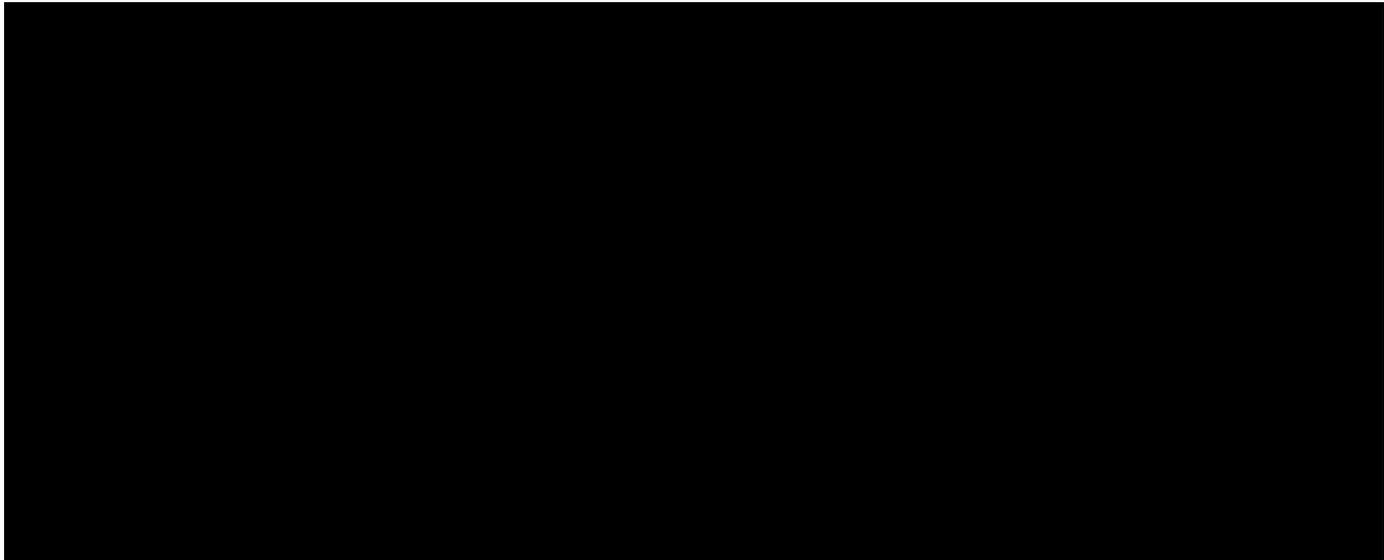
8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **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>NONE</i>				


Signature

7/13/2020
Date

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last revised 06/8/2020

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

Name: Bert Brinkerhoff

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
<i>None</i>			

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>None</i>				

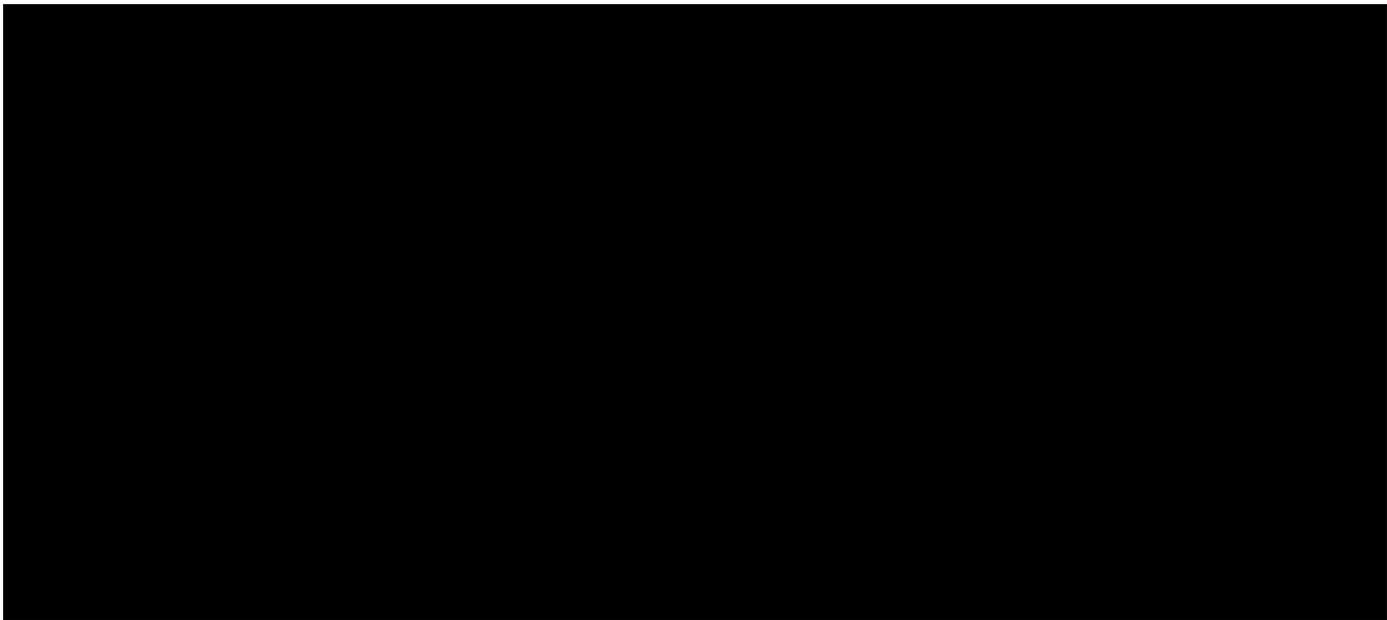
BERT BRANKERHOFF

6/30/2020

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.



last revised 06/8/2020

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 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 __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?
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.

NONE

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

		discussion)	

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.**"

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>				

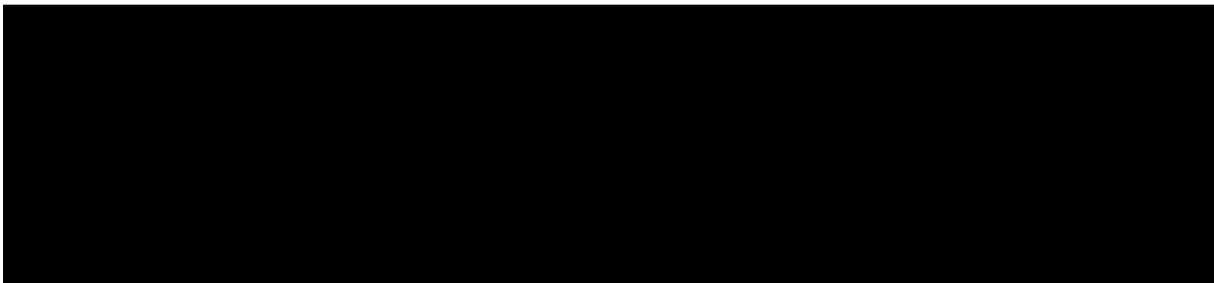
Signature Amy Reingold

Date 7/13/2020

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.

Business Telephone:

Business Address:





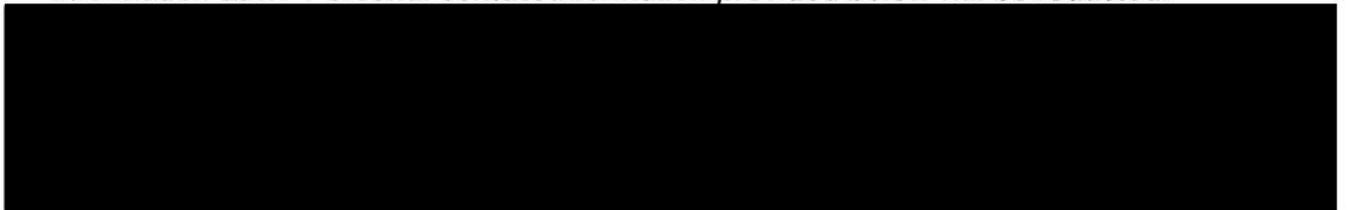
8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **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><i>Please write "None" if applicable. Do not leave this space blank.</i></p> <p style="font-size: 2em; font-weight: bold;">None</p>				

Linda Dury
 Signature

7/15/2020
 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.



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
<p><i>Please write "None" if applicable. Do not leave this space blank.</i></p> <p>None</p>			

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).

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?

<p style="text-align: center;">Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member</p>
--

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).

Secretary, HR Committee 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?
N/A

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?

N/A

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?

N/A

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	NONE	N/A	N/A
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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				
NONE	NONE	NONE	NONE	N/A

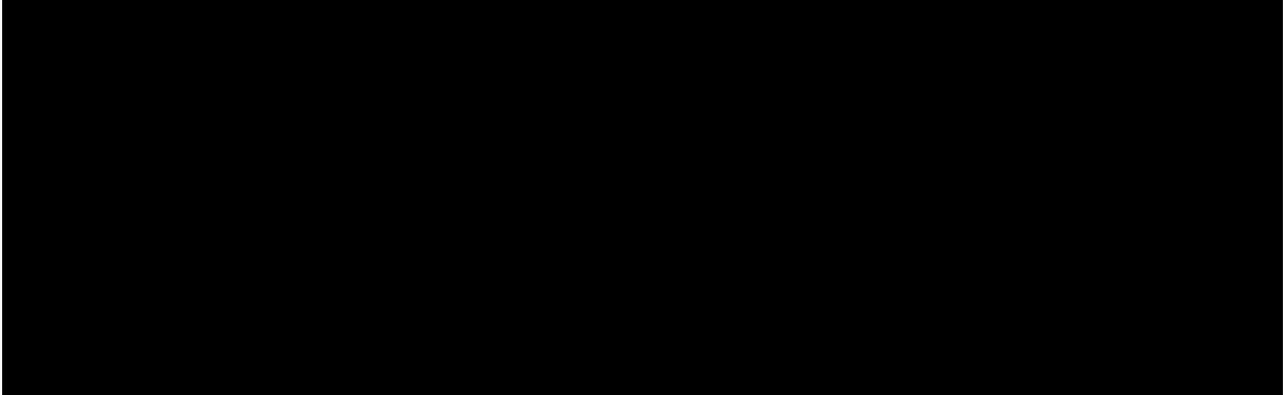
Natalie Washington

7.17.2020

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.



last revised 06/8/2020

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

Name: Louis M. Spiro

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 Vice Chair and Member of the Governance and Academic Board Committees

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

None

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**."

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>Please write NONE applicable. Do not leave this space blank.</p>				

Justin M. Sprio

 Signature

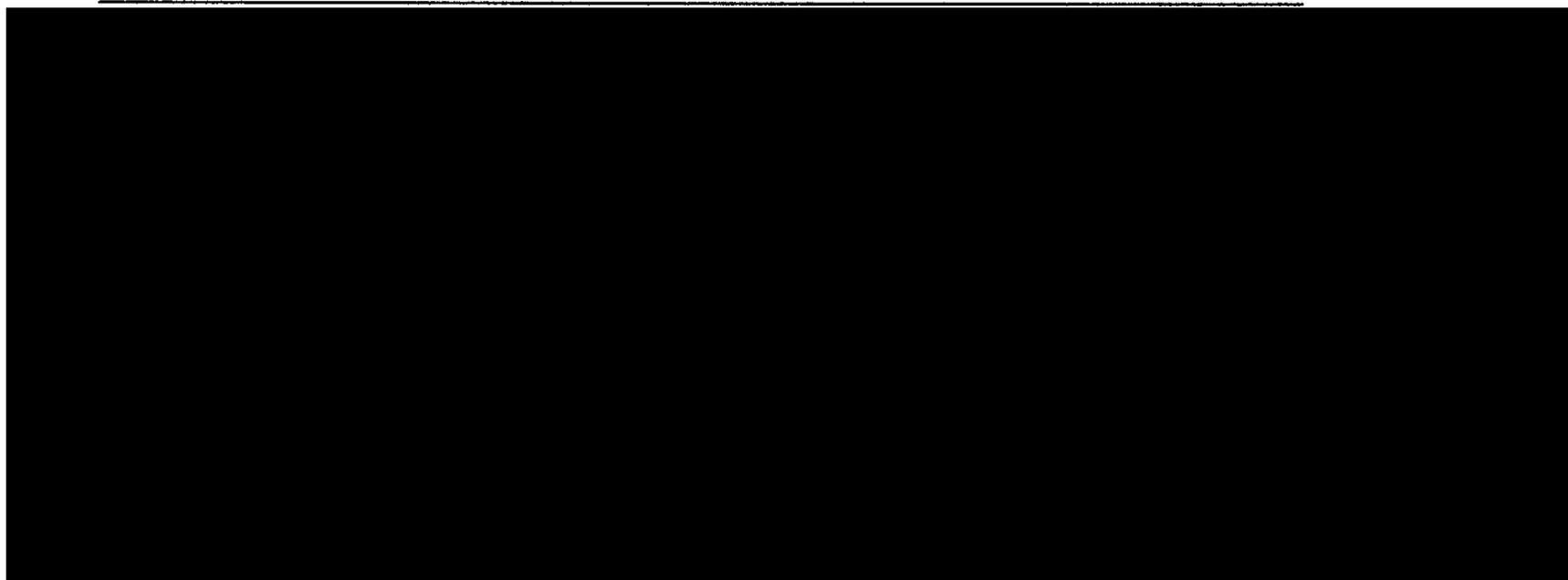
7/29/20

 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.

Business Telephone:

Business Address:



RENAISSANCE ACADEMY CHARTER SCHOOL OF THE ARTS

Board of Trustees

Monday, July 1, 2019 at 4:45 PM

Location: 299 Kirk Road Rochester, New York

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:** Steve Gordon, Bert Brinkerhoff, Marilyn Patterson-Grant, Aaron Rosen
- **Members Absent:** Guy Arie, Makini Beck
- **Others Present:** Craig Eichmann

Mr. Steve Gordon, Board Chair called the meeting to order at 4:45 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 71.0 to approve Consent Agenda for Items listed below:**
- **(Motion to approve July 1, 2019 Agenda.)**
- **(Motion to approve Minutes from June 11, 2019 Board Meeting.)**
- **Motion to approve:** Mrs. Janine Barry **Seconded:** Dr. Aaron Rosen
- **Ayes: 5 Nays: 0**

Chief Educational Officer Report [Dr. Donna Marie Cozine]

Mr. Craig Eichmann provided the board members an overview of the current student handbook with minor edits to update contact personnel.

- **Motion 71.2 to approve the 2019-2020 Student Handbook**
- **Motion to approve:** Dr. Marilyn Patterson-Grant **Seconded:** Mr. Bert Brinkerhoff
- **Ayes: 5 Nays: 0**

Education Committee Report (Dr. Guy Arie) – No Report

Development Committee Report - No Report

Finance Committee Report (Bert Brinkerhoff) – No Report

Human Resources Committee Report (Janine Barry) – No Report

Governance Committee Report (Dr. Aaron Rosen)

Dr. Rosen shared that the committee is recommending that the board actively recruit new members. Perspective members will be touring the school in late July.

- **Motion 71.3 to approve recruiting new board members**
- **Motion to approve:** Dr. Marilyn Patterson-Grant **Seconded:** Mrs. Janine Barry
- **Ayes: 5 Nays: 0**

Old Business -None

New Business - None

Public Comments

Adjournment

There being no further business Mr. Gordon asked for a motion to adjourn.

Motion 71.4 to approve adjournment:

- **Motion to approve:** Mrs. Janine Barry **Seconded:** Dr. Aaron Rosen
- **Ayes: 5 Nays: 0**

RENAISSANCE ACADEMY CHARTER SCHOOL OF THE ARTS

Board of Trustees

Tuesday, August 13, 2019 at 5:00 PM

Location: 299 Kirk Road Rochester, New York

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:** Mr. Steven Gordon, Mr. Bert Brinkerhoff, Dr. Aaron Rosen, Mrs. Janine Barry
- **Members Absent:** Makini Beck
- **Others Present:** Dr. Donna Marie Cozine, Mr. Craig Eichmann, Dr. Cait Loury, Ms. Natalie Washington, Mr. Tom Merkel, Mr. Harry Marino

Mr. Steve Gordon, Chair read into the minutes that the Dr. Guy Arie has resigned from the board effective immediately. Dr. Guy Arie is relocating and will no longer reside in the Rochester area. Dr. Marilynn Patterson-Grant and Mrs. Dale Klein have also resigned from the Board.

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 71.5 to approve Consent Agenda for Items listed below:

- (Motion to approve: August 13, 2019 Agenda.)
- (Motion to approve: Minutes from July 1, 2019 Board Meeting.)
- Motion to approve: Dr. Aaron Rosen Seconded: Bert Brinkerhoff
- Ayes: 4 Nays: 0

Chief Educational Officer Report [Dr. Donna Marie Cozine]

- Motion 71.6 to approve the 2019-2020 Supervisors Handbook
- (non-material charter revision request attached)
- Motion to approve: Dr. Aaron Rosen Seconded: Bert Brinkerhoff
- Ayes: 4 Nays: 0

- Motion 71.7 to approve the 2019-2020 Staff Handbook
- (non-material charter revision request attached)
- Motion to approve: Dr. Aaron Rosen Seconded: Bert Brinkerhoff
- Ayes: 4 Nays: 0

Education Committee Report

Development Committee Report

Finance Committee Report (Bert Brinkerhoff)

Mr. Brinkerhoff reported that we have retained a consultant to provide support. Mr. Marino met with Mr. Eichmann and Mr. Brinkerhoff and spoke briefly regarding the positive method for gathering information that is currently utilized. He is suggesting that in partnership with Mr. Eichmann he will suggest improvements for how to present the data.

Human Resources Committee Report (Janine Barry)

Mrs. Barry will meet with Mr. Gordon and together they will complete Dr. Cozine's annual review.

Governance Committee Report (Aaron Rosen)

Dr. Rosen met with our advisor from Empire Charter Consultants, (ECC), Jill who provided guidance on issues that the board is addressing. She was very positive and they will continue to collaborate in the coming months to improve board governance.

Old Business

New Business

The Board will meet the 2nd Wednesday in September at 12:30 p.m.

Dr. Cozine distributed the student calendar that will be provided to the families.

Public Comments

Adjournment

Motion _____ to approve adjournment:

- Motion to approve: **Seconded:**
- Ayes: Nays:

RENAISSANCE ACADEMY CHARTER SCHOOL OF THE ARTS

Board of Trustees

Wednesday, September 11, 2019 at 12:30 PM

Location: 299 Kirk Road Rochester, New York

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:** Steven Gordon, Aaron Rosen, Makini Beck
- **Members Absent:** Bert Brinkerhoff, Janine Barry
- **Others Present:** Donna Marie Cozine, Ed.D., Craig Eichmann, COO, Alan Caine, Louis Spiro, Thomas Merkel, Natalie Washington, Amy Reingold, Harry Marino, Nan Westervelt, Jeanne Beutner, CPA (Heveron and Company)
- Mr. Steven Gordon welcomed the attendees and the meeting commenced 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 71.9 to approve Consent Agenda for Items listed below:**
- **(Motion to approve: September 11, 2019 Agenda.)**
- **(Motion to approve: Minutes from August 13, 2019 Board Meeting.)**
- **Motion to approve:** Aaron Rosen **Seconded:** Dr. Makini Beck
- **Ayes: 3 Nays: 0**

Chief Educational Officer Report [Dr. Donna Marie Cozine]

Dr. Cozine distributed the Annual Report to the Board of Trustees. The Board will review this comprehensive report for further discussion at the October meeting. Dr. Cozine invited board members to email her with questions over the next few weeks so that a presentation can be prepared for the October meeting based on feedback. We are using Achievement First for all of our math curriculum and an open source curriculum for grades 3-6 ELA, which aligns closely with NYS standards. We are keeping with our thematic units for grades K-2. Dr. Cozine will provide professional development for the board in the form of training in each of our key design elements. We have lost several talented teaching staff to districts offering state-sponsored retirement. Dr. Cozine continues to work with Paul Powell, Uncommon Schools to support professional development for our administrative team.

Education Committee Report

No Report.

Development Committee Report

Nan Westervelt shared that we will once again ask for the Board members to personalize letters for our Fall Campaign, which raised \$10,000. This year we are utilizing a fund raising consultant to assist with this effort as well as the Reach for the Stars event. Our goal is to send the Fall Campaign letter on or before November 1st. A list of donors was distributed to the board members and they are asked if they know the donor please initial next to the name on the list and share it back with Nan. This will be how she can track who will get the letter to that donor so that a personal note can be written from the board member to the donor. If anyone has additional names to add please email Nan with the

information. Board members will be provided the finalized letters at the October meeting and will also receive extra generic letters that may be used for new prospects.

Reach for the Stars raised nearly \$30,000 (our annual fundraiser) and will be held in the Spring once again.

Amy Reingold and Nataile Washington both offered to join this committee.

Herb Smith, (RPO trumpet) is offering to help us with a future fundraising event that would include an original musical piece. The committee will continue to explore this unique opportunity to work with a world-class RPO musician.

Finance Committee Report

- Copies of the audit summary were distributed to attendees.
- Jeanne Beutner, CPA presented the results from our annual audit provided by Heveron & Company. Heveron & Company are issuing a clean report. Recommendations from last year have been implemented and the school ended the year with a surplus in assets.
- During the fiscal year ended June 30, 2019, cash decreased approximately \$867,000. This is primarily due to the continued construction on the new building. The project was completed during the year, and as a result, construction in progress was reduced to zero and fixed assets increased by approximately \$3.8 million, which includes \$2.5 million that was in progress last year. This also led to an increase in depreciation expense of \$90,000.
- During the 2019-2019, we added a grade level that resulted in an increase in tuition revenue.
- Due to the added grade level in 2018-2019 personnel services increased.
- Total assets are \$7,230,189
- We have a surplus of \$818,280 (an increase over last year of \$27,481)

Mr. Gordon thanked the auditor for the presentation.

Harry Marino, finance consultant distributed the executive summary report and provided an overview. On a monthly basis this will be provided to board members. Board members are invited to give feedback to improve the functionality of document. There is both a narrative section with current month and year to date information. Any variances are noted in the next section of the two-part report. The fiscal year is July – June 30th. Mr. Marino clarified the deferred process payments and how this presents on the reports.

Human Resources Committee Report

No Report.

Governance Committee Report (Aaron Rosen)

Dr. Rosen welcomed and thanked everyone attending today. We will be adding board members to the roster and will have a total of eleven. There will be board training provided.

All new board members are invited to tour the school and participate in classroom visits. Dr. Cozine suggested that we add everyone interested to the Google calendar and suggested that board members download the renacad school app to their phones. The app provides real-time alerts. Information is always available on our website as well.

Dr. Rosen invited everyone to an upcoming tour of the school on 9/13/2019.

Dr. Cozine publicly acknowledged Dr. Rosen for his amazing dedication for the push for governance. Further, Dr. Cozine is so grateful for the new slate of candidates Dr. Rosen has recruited to serve.

Motion 72.0 to approve Mr. Thomas Merkel as a Board Member

Motion 72.0: *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 Thomas Merkel as a member to its Board of Trustees, with a term expiring September 20, 2023, pending approval by NYSED. The resolution approving THOMAS MERKEL is adopted upon NYSED's approval.*

- Motion to approve: Makini Beck Seconded: Aaron Rosen
- Ayes: 3 Nays: 0

Motion 72.1 to approve Mr. Louis Spiro as a Board Member

Motion 72.1: *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 Louis Spiro as a member to its Board of Trustees, with a term expiring September 20, 2023, approval by NYSED. The resolution approving LOUIS SPIRO is adopted upon NYSED's approval.*

- Motion to approve: Aaron Rosen Seconded: Makini Beck
- Ayes: 3 Nays: 0

Motion 72.2 to approve Ms. Amy Reingold as a Board Member

Motion 72.1: *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 Amy Reingold as a member to its Board of Trustees, with a term expiring September 20, 2023, pending approval by NYSED. The resolution approving AMY REINGOLD is adopted upon NYSED's approval.*

- Motion to approve: Makini Beck Seconded: Aaron Rosen
- Ayes: 3 Nays: 0

Motion 72.3 to approve Ms. Natalie Washington as a Board Member

Motion 72.3: *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 Natalie Washington as a member to its Board of Trustees, with a term expiring September 20, 2023, pending approval by NYSED. The resolution approving NATALIE WASHINGTON is adopted upon NYSED's approval*

- Motion to approve: Makini Beck Seconded: Aaron Rosen
- Ayes: 3 Nays: 0

Old Business

New Business

Public Comments

Nan Westervelt commended our school for the outstanding attendance rate. We are at only 7% students absent compared to the city school district with a 40% absent rate.

Adjournment

There being no further business Mr. Gordon called for a motion to adjourn the September meeting of the RA Board of Trustees.

Motion 72.4 to approve adjournment:

- Motion to approve: Aaron Rosen **Seconded: Makini Beck**
- Ayes: 3 Nays: 0

RENAISSANCE ACADEMY CHARTER SCHOOL OF THE ARTS
Board of Trustees
Wednesday, October 16, 2019 at 12:30 PM
Location: 299 Kirk Road Rochester, New York
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

Steve Gordon, Chair called the meeting to order at 12:30 p.m. Mr. Gordon read into the minutes the resignation of Mrs. Janine Barry, member at large.

- **Members Present:** Steven Gordon, Aaron Rosen, Thomas Merkel, Amy Reingold, Natalie Washington
- **Members Absent:** Bert Brinkerhoff, Makini Beck, Lou Spiro
- **Others Present:** Donna Marie Cozine, Alan Caine, Harry Marino, Kristin Loftus, Nan Westervelt, Alan Lockwood

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 72.5 to approve Consent Agenda for Items listed below:**
- **(Motion to approve: October 16, 2019 Agenda.)**
- **(Motion to approve: Minutes from September 11, 2019 Board Meeting.)**
- **Motion to approve: Aaron Rosen Seconded: Amy Reingold**
- **Ayes: 5 Nays: 0**

Chief Educational Officer Report [Dr. Donna Marie Cozine]

Dr. Cozine introduced Mrs. Loftus, our Math Specialist who is working toward her Administrator certification. Dr. Cozine presented a comprehensive review of the CEO Annual Report followed by a Q&A.

- Plans and strategies for moving forward
- Arts Integration sequencing
- Full implementation of iReady
- Achievement First math overview
- Benchmark review
- Key Design Elements (KDE) – there are seven and each month Dr. Cozine will provide an overview of one of KDE.

Dr. Cozine also shared that all our program components are available for full review on our website at renacad.org.

Dr. Cozine clarified the process of enrollment.

Mr. Steven Gordon thanked Dr. Cozine for her presentation.

Education Committee Report

Mr. Lou Spiro has observed teachers in the school and in the classrooms using arts integration teaching methodology.

Development Committee Report

Review 2019-2020 Development Plan

The committee discussed the second Annual Fall Appeal effort - (Target Mailing Date: November 4). It was determined that the letter be revised in order to make it more "user friendly." Rita Mannelli revised letter to fit on 8½ x 14 inch letterhead. It was suggested that Twitter and Instagram be used to connect with parents, contributors, etc. Nan will work with staff to update the new website to prominently display donor options.

Nan Westervelt thanked Amy Rengold for leading the committee. Nan also thanked Nancy G. for helping to facilitate the printing of the mailing. We have already raised money toward the goal. Letters for the Fall campaign are printed and ready for personalized notes by board members.

Finance Committee Report (Bert Brinkerhoff)

Mr. Harry Marino provided an executive summary for the month ending September 2019. Highlights include:

- For the month, RA performed above budget in the amount of \$30,825
- We are going to streamline revenue by calculating it as a deferred revenue. Instead of reporting cash basis we spreading the receivables over 12 months.
- YTD, debt has decreased as a result of scheduled Nichols payments.

Mr. Alan Caine discussed the audit findings and reports that most of the items that were identified have been addressed. Check signature stamps and check process is now in place. Remaining items are scheduled including a process for ensuring that accounts are reconciled and retaining Harry Marino to support Craig Eichmann with regard to financial reporting and use of accrual basis reporting.

We continue to prepare for a seamless switchover to Quickbooks online to provide for a more efficient and advantageous method of tracking finances.

Human Resources Committee Report – No Report.

Governance Committee Report (Aaron Rosen)

- Linda Dickey has met with the Governance Committee and had a tour of the school, and has expressed interest in serving on the Board.
 - Linda has experience in education and the plan would be to have her join the Academic Committee after approval.
 - Lou will be sending out the application materials to her this week.
- Cheryl Hayward has met with the Governance Committee and had a tour of the school and has expressed interest in serving on the Board.
 - Lou will be sending out the application materials to her this week.
- Given that we now have almost a full board, and there are many other committee responsibilities, we will no longer actively recruit new Board members until next year, however, we may still add to committees depending upon expressed interest and availability.

Board Committee Recruitment Update;

- Tremaine has met with the Governance Committee and had a tour of the school, and at this point is only interested in joining a committee.
 - We suggest that he join the Governance Committee.
 - Lou can make contact with Tremaine, but would need his e-mail contact information.
 - Not sure of what process, forms, etc. are required (if any) to make that type of appointment happen.

Board of Trustees Job Description

- It would be useful to have a "generic job description" for all Board members (Lou to develop a first draft).
- All committee job descriptions need to be reviewed and revised as necessary
 - Lou to check with Nancy on the most recent committee job descriptions.
- A "crosswalk" needs to be developed between the BOT job description, By-Laws responsibilities and the various committee job descriptions to ensure that all important functions are assigned and that they are compatible across documents.
 - An annual review should take place evaluating the Board and committee responsibilities and their effectiveness.

Governance Committee Job Description:

- This document will either need some action and/or review/revision, especially in the following areas:
 - Board Roles and Responsibilities
 - Consider Jill Shahan's exemplar's of "Strong Board Governance"
 - Board assessment outcomes and individual Board member assessment outcomes.
 - Board Knowledge

- Process of Board orientation needs to be developed, along with the initial materials that new Board members will need to be effective. This is likely to be a Spring project.
- Board Effectiveness
 - Include focus on areas indicated as needing improvement by the State Education Department, in their most recent site visit.
 - Compare selected processes to the By-Laws and make process changes and/or By-Laws changes as appropriate.
 - Current examples include: The Audit and Finance Committee is not being chaired by the Treasurer as listed in the By-Laws; timing for filling expired terms should take place at the Annual Meeting; when vacancies are filled the term should end at the time the original member was elected; et.

Strategic Planning Process:

- Recommend that this become a new Board committee given the scope and importance of this project and including academic and financial staff members, and others as appropriate.
 - Lou is willing to chair this committee.

There has been implementation, especially in the academic area, and a summary of the current status has been made available.

- *Motion 72.6: 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 Alan Caine as a member to its Board of Trustees, with a term expiring on October 20, 2023, pending approval by NYSED. The resolution approving ALAN CAINE is adopted upon NYSED's approval.*
- **Motion to approve: Aaron Rosen Seconded: Amy Reingold**
- **Ayes: 5 Nays: 0**

All are invited to a committee meeting on 11/14/2019 at 4:00 p.m.

Old Business

None.

New Business

- **Motion 72.7** to approve non-material charter revision to the code of ethics policy to correct to the code of conduct section 1.1. (remove the word "district" and replace with the word "school":

- Motion to approve: Dr. Aaron Seconded: Natalie Washington
- **Ayes: 5 Nays: 0**

- **Motion 72.8** to approve updated 2019-2020 Final School Safety Plan
- Motion to approve: Amy Reingold Seconded: Aaron Rosen
- **Ayes: 5 Nays: 0**

Public Comments

None

Adjournment

1:45 p.m. - Board went into executive session to discuss a personnel issue.
Conclude executive session 1:55 p.m.

There being no further business to discuss Mr. Gordon called for motion to adjourn.

Motion 73.9 to approve adjournment:

- **Motion to approve:** Amy Reingold **Seconded:** Natalie Washington
- **Ayes: 5 Nays: 0**

RENAISSANCE ACADEMY CHARTER SCHOOL OF THE ARTS

Board of Trustees

Wednesday, November 13, 2019 at 12:30 PM

Location: 299 Kirk Road Rochester, New York

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:** Steve Gordon, Natalie Washington, Lou Spiro, Tom Merkel, Aaron Rosen, Alan Caine, Amy Reingold
- **Members Absent:** Bert Brinkerhoff
- **Others Present:** Donna Marie Cozine, Craig Eichmann, 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 73.4 to approve Consent Agenda for Items listed below:**
- **(Motion to approve: November 13, 2019 Agenda.)**
- **(Motion to approve: Minutes from October 16, 2019 Board Meeting.)**
- **Motion to approve: Aaron Rosen Seconded: Tom Merkel**
- **Ayes: 7 Nays: 0**

Chief Educational Officer Report [Dr. Donna Marie Cozine]

Dr. Cozine reviewed the plans for increasing benchmark achievement. Dr. Cozine is working closely with our building principal on areas of professional growth for teachers. The Konar Foundation visited last week and were very impressed with what they saw and with how we have grown with their assistance.

Upcoming Board Presentations on KDE

- December: Arts Integration
- January: More Time on Task AND Extensive Support for Our Students and Their Families
- February: A Focus on Numeracy and the 8 Mathematical Practices
- March: A Disposition for Learning AND Character Education
- April: A Focus on Literacy and Language

Academic Committee Report [Tom Merkel]

Mr. Merkel reported that the committee has met. Interim assessments in ELA and math have begun, results have been reviewed and analyzed. The academic committee has been briefed on the results and plans to continue to address the standards to close the gap between our current data and our goal.

Development Committee Report [Ms. Amy Reingold]

Fall Campaign - \$9,025 has been raised to date. Ms. Reingold reports that we purchased Donor Perfect and Greater Giving software which will streamline the process for fundraising. We are partnered with ROC the Day so donors can designate our campaign.

Our book fair will be Barnes & Noble in Greece this year on Sunday, 12/15. Board members are encouraged to volunteer.

Reach for the Stars committee continues to meet to plan the 4/24 Gala.

Governance Committee Report [Dr. Aaron Rosen]

- **Motion 73.5 to approve the following slate of officers to fill vacant positions:**

Louis Spiro – Vice Chair

Natalie Washington - Secretary

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

- **Ayes: 7 Nays: 0**

Roll call:

Steven Gordon – YES

Bert Brinkerhoff - ABSENT

Louis Spiro - YES

Natalie Washington - YES

Aaron Rosen - YES

Thomas Merkel - YES

Amy Reingold - YES

Alan Caine – YES

Aaron Rosen reported that we have one perspective member, Linda Dickey completing her paperwork at this time. Ms. Dickey comes highly recommended by Dr. Marilyn Grant.

Dr. Rosen reported on attending a recent Town Hall meeting that provided resources for potential future grants to offset costs of special programs that would benefit the school and the board. The Town Hall was hosted by David Frank from NYSED. Ms. Reingold was underwhelmed with the attendance and information provided at this meeting.

Finance Committee Report (Alan Caine)

Mr. Caine provided an overview of the finance committee's report which covered the following four topics:

- Financial Executive Summary – Mr. Marino reviewed the summary and provided clarification on how monies are calculated and received. We are in favorable standing and keeping expenses below budget.
 - Nichols Loan Status – we are paying down this loan and will make a determination in June if we are able to pay it off entirely by June 30th. Loan payments will be made monthly.
 - Revised Budget – total variance is an increase in net income used to apply the difference to the outstanding loan to Nichols team. The increase in income is due to our being our own food serve operator.
 - Status of Quickbooks Online transition is in process.
- **Motion 73.6 to approve the Revised Budget for 2019-2020**
 - **Motion to approve:** Steve Gordon **Seconded:** Tom Merkel
 - **Ayes: 6 Nays: 0**
- **Roll call:**
 - Steven Gordon – YES
 - Bert Brinkerhoff - ABSENT
 - Louis Spiro - YES
 - Natalie Washington - YES
 - Thomas Merkel - YES
 - Amy Reingold - YES
 - Alan Caine – YES
 - Aaron Rosen (n/a – left meeting early at 1:30 p.m.)

Human Resources Committee Report [Ms. Natalie Washington]

Ms. Washington reports that the committee met and discussed ways and means for the committee to support reviews of salary, gap analysis and comprehensive review of benefits as these items relate to the Rochester City School District and other charter schools.

Old Business

Strategic Plan [Lou Spiro]

Mr. Lou Spiro will work cooperatively with a sub-committee to executive a strategic plan. Mr. Spiro prepared and provided a flow chart outlining an annual approach. Mr. Gordon suggested that he, Dr. Cozine and Mr. Spiro sit down to further discussion.

New Business

Dr. Cozine and Mr. Lou Spiro attended a NYS Charter School Advocate group meeting. We are not currently a member of this group. Mr. Spiro suggested that we continue to foster relationships with local leaders and parents to grow much-needed support for our school.

Public Comments

Adjournment

Motion 73.7 to approve adjournment:

- **Motion to approve:** Alan Caine **Seconded:** Louis Spiro
- **Ayes:** 6 **Nays:** 0

THE NEXT MEETING OF THE BOARD OF TRUSTEES WILL BE HELD ON 12/4/2019 @ 12:30 PM

RENAISSANCE ACADEMY CHARTER SCHOOL OF THE ARTS

Board of Trustees

Wednesday, December 4, 2019 at 12:30 PM

Location: 299 Kirk Road Rochester, New York

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:** Steve Gordon, Amy Reingold, Alan Caine, Aaron Rosen, Lou Spiro
- **Members Absent:** Natalie Washington, Bert Brinkerhoff, Tom Merkel
- **Others Present:** Donna Marie Cozine, Craig Eichmann, Rhiannon Tobeck, Linda Dickey, Alan Lockwood

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 73.8 to approve Consent Agenda for Items listed below:**
- **(Motion to approve: December 4, 2019 Agenda.)**
- **(Motion to approve: Minutes from November 13, 2019 Board Meeting.)**
- **Motion to approve:** Alan Caine **Seconded:** Amy Reingold
- **Ayes: 5 Nays: 0**

Chief Educational Officer Report [Dr. Donna Marie Cozine]

Dr. Cozine introduced Mrs. Rhiannon Tobeck who presented on the Key Design Element of Arts Integration (AI). Highlights include:

- Using AI as a tool to improve student performance in ELA/Math
- An overview of how our school defines AI
- A high-level example of how we achieve using AI that tied Islamic Mosque art to Geometry was shared.

Dr. Cozine recommends that we hire assistance for the recharter document. We will put out an RFP due to the fee being in excess of an estimated amount of \$15,000.

Academic Committee Report [Tom Merkel]

- The next six months the academic committee will focus on grades K-2 and possibly adding in one more support staff to work with small groups of students. In addition, we will be reaching out for literacy volunteers to work with students.

Development Committee Report [Ms. Amy Reingold]

- Fall Campaign is underway. We are still receiving personalized letters from Board members to mail out.
- ROC the Day results will be available soon
- Barnes and Noble is in the planning stages
- Reach for the Stars – a spreadsheet from last year was distributed for the review of the members. If a member has a relationship to someone on the list please contact the development committee by next week.

Finance Committee Report (Mr. Bert Brinkerhoff)

- Alan Caine and Craig Eichmann reported on the transition to Quickbooks online. Craig Eichmann reported that the transition went smoothly. The online format is different than the desktop version so there is a learning curve. Month end reports will be ready tomorrow.

Human Resources Committee Report [Ms. Natalie Washington]

- Dr. Cozine reported that on January 8th representatives from Boylan and Code will be here to provide additional training on sexual harassment. All employees have completed an online training already.

Governance Committee Report [Dr. Aaron Rosen]

- *Motion 73.9: 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 Linda Dickey as a member to its Board of Trustees, with a term expiring on December 4, 2023, pending approval by NYSED. The resolution approving LINDA DICKEY is adopted upon NYSED's approval.*
- **Motion to approve:** Alan Caine **Seconded:** Amy Reingold
- **Ayes: 5 Nays: 0**

- Dr. Rosen reported that we will be bringing on Cheryl to complete our roster. The committee is not recruiting anymore members but will be focused on board training in the coming months.

Old Business

New Business

- Mr. Gordon, Dr. Rosen, Lou Spiro and Dr. Cozine participated in a conference call with Empire Charter Consultants. Mr. Gordon shared his high level takeaway on the climate of charter schools vis a vis the state.

Public Comments

Adjournment

Motion 74.0 to approve adjournment at 1:45 p.m.:

- **Motion to approve:** Alan Caine **Seconded:** Aaron Rosen
- **Ayes:** 5 **Nays:** 0

RENAISSANCE ACADEMY CHARTER SCHOOL OF THE ARTS
Board of Trustees
Wednesday, January 15, 2020 at 12:30 PM
Location: 299 Kirk Road Rochester, New York
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:** Steve Gordon, Bert Brinkerhoff, Natalie Washington, Thomas Merkel, Linda Dickey, Amy Reingold, Alan Caine, Louis Spiro
- **Members Absent:** Aaron Rosen
- **Others Present:** Craig Eichmann, Harry Marino, Alan Lockwood, Kristin Loftus

Steve Gordon, Chair called the meeting to order at 1:35 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 74.1 to approve Consent Agenda for Items listed below:**
- **(Motion to approve: January 15, 2020 Agenda.)**
- **(Motion to approve: Minutes from December 4, 2019 Board Meeting.)**
- **Motion to approve: Alan Caine****Seconded:** Lou Spiro
- **Ayes: 9 Nays: 0**

Chief Educational Officer Report [Dr. Donna Marie Cozine]

Report given by Mrs. Kristin Loftus, Math Specialist and Administrative Intern. Mrs. Loftus reported that we have current data on math interim assessments and i-Ready diagnostics that reflects improvements and provides teachers with areas that should be focused on. The Director of Arts is meeting with the instructional coaches to identify curricular areas upon which arts integration can focus during the second half of the year.

Mrs. Loftus provided an overview of our Key Design Elements (KDE) – More Time on Task and Extensive Support for our Students and their Families. All RA Key Design Elements are available for review on the school website.

Mr. Gordon thanked Mrs. Loftus for her report.

Academic Committee Report [Tom Merkel]

Mr. Tom Merkel reported that the academic committee is working very hard to assist in increasing teacher proficiency. The committee is reviewing the best dashboard design to use for future reporting of academic progress that would include a longitudinal review over time for various cohorts.

- **Motion 74.2 to support Achievement First Navigator application for 2020-2021 school year:**
- **Motion to approve:** Amy Reingold **Seconded:** Lou Spiro
- **Ayes: 9 Nays: 0**

Development Committee Report [Ms. Amy Reingold]

Mrs. Amy Reingold reported that our Fall campaign and ROC the Day were both successful. The committee is focused on the upcoming Reach for the Stars Gala. We have Alan Lockwood as honorary chair. Norma Holland secured as emcee and are currently canvassing for silent auction items. The mailings for sponsors for the event have also been sent out.

Finance Committee Report (Mr. Bert Brinkerhoff)

Mr. Bert Brinkerhoff referred the board to the report in the packet. We are in favorable standing at the halfway point through the fiscal year. Our expenses did come in lower than anticipated.

We have converted to the online Quickbooks with training provided to Craig Eichmann and Nancy Goethel. Mr. Craig Eichmann will be utilizing Quickbooks to input the budget for 2020-2021.

Human Resources Committee Report [Ms. Natalie Washington]

Natalie Washington met with Jill and clarified the role of the committee with a focus on the framework to aligned to the benchmark as defined by the SED. A tool will be utilized to achieve this. The committee will focus on the evaluation process for the CEO.

Governance Committee Report [Dr. Aaron Rosen]

Mr. Louis Spiro reported that Cheryl Hayward is waiting just for fingerprints and then her application will be ready for review/approval in the February meeting.

Old Business

None.

New Business

None.

Public Comments

N/A

Adjournment

There being no further business Mr. Steve Gordon called for a motion to adjourn the January Meeting of the Board of Trustees.

Motion 74.3 to approve adjournment:

- **Motion to approve:** Natalie Washington **Seconded:** Amy Reingold
- **Ayes:** 9 **Nays:** 0

**RENAISSANCE ACADEMY CHARTER SCHOOL OF THE ARTS
Board of Trustees**

**Wednesday, February 26, 2020 at 12:30 PM
Location: 299 Kirk Road Rochester, New York**

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:** Steve Gordon, Bert Brinkerhoff, Lou Spiro, Alan Caine, Linda Dickey, Amy Reingold
- **Members Absent:** Natalie Washington, Tom Merkel, Aaron Rosen
- **Others Present:** Donna Marie Cozine, Craig Eichmann, Harry Marino, Alan Lockwood

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 74.4 to approve Consent Agenda for Items listed below:**
- **(Motion to approve: February 26, 2020 Agenda.)**
- **(Motion to approve: Minutes from January 15, 2020 Board Meeting.)**
- **Motion to approve: Alan Caine Seconded: Lou Spiro**
- **Ayes: 6 Nays: 0**

Chief Educational Officer Report [Dr. Donna Marie Cozine]

- **Motion 74.5** to approve the Memorandum of Understanding to retain the Empire Charter Consultants (ECC) to provide a written renewal application for submission to the NYSED/NYS Board of Regents in alignment with the NYED's renewal
- **Motion to approve: Bert Brinkerhoff Seconded: Lou Spiro**
 - **Roll call:**
 - Steve Gordon – Yes
 - Lou Spiro – Yes
 - Bert Brinkerhoff – Yes
 - Alan Caine – Yes
 - Linda Dickey – Yes
 - Amy Reingold - Yes
 - **Ayes: 6 Nays: 0**

Mrs. Kristin Loftus presented on the Key Design Element: A focus on numeracy and the eight mathematical practices followed by a brief Q&A.

Dr. Cozine provided the CEO report. A committee of staff will be assembled to look at K-2 ELA program, a number of which will be attending a workshop provided by the LIT institute in NYC.

At present, we have over 200 applications for enrollment next year. We anticipate many more before the lottery which will be in April.

Academic Committee Report [Tom Merkel]

Mr. Lou Spiro reported that the committee is taking data and determining the best method for showing data on a chart. The next time, a target line will be added to include Greece and RCSD scores. Both iReady and Math are represented in the data charts as well as data over time, by grade level, benchmark and interim assessments.

Development Committee Report [Ms. Amy Reingold]

Mrs. Amy Reingold reports that we are on track for all our goals. The Reach for the Stars Gala committee is working diligently to secure donations for the silent auction. Sponsors are coming along.

Finance Committee Report (Mr. Bert Brinkerhoff)

Mr. Bert Brinkerhoff reviewed the financials. We are right on target. The Nichols Team loan is presently at \$294,000 and our goal is to pay this obligation in full this fiscal year.

Human Resources Committee Report [Ms. Natalie Washington]

Mr. Lou Spiro reported that the committee is finishing up the CEO review. The committee would like Mr. Craig Eichmann to attend the next committee meeting to provide an overview of operations and human resources.

Governance Committee Report [Dr. Aaron Rosen]

- *Motion 74.6: 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 Cheryl Hayward as a member to its Board of Trustees, with a term expiring on February 26, 2024, pending approval by NYSED. The resolution approving CHERYL HAYWARD is adopted upon NYSED's approval.*
- **Motion to approve:** Bert Brinkerhof **Seconded:** Amy Reingold
- **Ayes: 6 Nays: 0**

Old Business

None.

New Business

None.

Public Comments

None.

Adjournment

There being no further business, Mr. Gordon called for a motion to adjourn at 1:45 p.m.

Motion 74.7 to approve adjournment:

- **Motion to approve: Alan Caine** **Seconded: Mr. Alan Caine**
- **Ayes: 6** **Nays: 0**

**RENAISSANCE ACADEMY CHARTER SCHOOL OF THE ARTS
Board of Trustees**

Wednesday, March 18, 2020 at 12:30 PM
Location: 299 Kirk Road Rochester, New York
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:** Cheryl Hayward, Lou Spiro, Alan Caine, Tom Merkel, Amy Reingold, Aaron Rosen, Natalie Washington, Steven Gordon
- **Members Absent:** Bert Brinkerhoff, Linda Dickey
- **Others Present:** Donna Marie Cozine, Nan Westervelt, Harry Marino

Due to the NYS mandated school closing, this meeting is being held via Zoom as a virtual Board of Trustees meeting. The meeting called to order at 12:40pm by Board Chair, 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 74.8 to approve Consent Agenda for Items listed below:**
- **(Motion to approve: March 18, 2020 Agenda.)**
- **(Motion to approve: Minutes from February 26, 2020 Board Meeting.)**
- **Motion to approve: Lou Merkel Seconded: Alan Caine**
- **Ayes: 8 Nays: 0**

Chief Educational Officer Report [Dr. Donna Marie Cozine]

Dr. Cozine reported the state has mandated that all schools will remain closed until 4/1/2020.

We have created a hybrid model for instruction. The School-Wide Distance Learning Model was shared. During the day K-2 students have 3.5 hours of teacher-lead instruction plus blocks added with read alouds. Grades 5-6 have more instruction time plus a study hall.

We are adding Zoom support times. Zoom is being utilized to deliver all areas of instruction and support.

One grade level teacher is leading the lesson while the other teachers are joining in so the children can interact with their teachers.

Dr. Cozine shared her screen and walked through the Google Classroom. We were prepared on Monday so there has been no delay in providing instruction to students. RA were able to begin on Monday, 3/16/2020 and had sent home instruction packets in student backpacks on Friday, 3/13 proactively.

Dr. Cozine encouraged the members to follow us on Facebook. We are using both school apps and Facebook as a communication portal for parents.

We are assigning Chromebooks to any students who do not have a device at home.

We are working with our catering company to provide food to our families. We provided families with breakfast and lunch for up to three days at a time so they do not have to return each day. We have delivered school work, meals and Chromebooks. We are also directing families to the closest food pantry.

Academic Committee Report [Tom Merkel]

Tom Merkel shared the committee is continuing its effort to present real-time data on performance at RA and performance and progress data of area relevant schools in our community.

Tom thank Donna Marie Cozine for all her effort and for the data she prepared for review.

Improvement areas will be also a main topic at the next meeting as well as other impacts on student learning (such as trauma).

Lou Spiro provided a framework for performance to the committee. This will be shared with the rest of the Board.

Development Committee Report [Ms. Amy Reingold]

Amy Reingold has reported that the Reach for the Stars Gala date does have to change. It will be postponed to October 16, 2020. Nan Westervelt will be confirming this date and will work with our event planner to send out a communication. Nancy G. and Nan will coordinate a "Save the New Date" card to everyone.

- **Motion 74.9 Motion to approve use of \$3,000 of General Funds to support Encore Afterschool Program.**
- **Motion to approve: Amy Reingold Seconded: Lou Spiro**
- **Ayes: 8 Nays: 0**

Roll Call:

Steven Gordon – Yes (via audio only link)
Cheryl Hayward – Yes
Lou Spiro – Yes
Alan Caine – Yes
Tom Merkel – Yes
Amy Reingold – Yes
Aaron Rosen – Yes
Natalie Washington - Yes

Finance Committee Report (Mr. Bert Brinkerhoff)

Harry Marino reported that we are anticipating that we will not have an adverse impact due to moving to an online distance learning platform.

The financial summaries were shown and our February summaries are all as expected and healthy.

Our Year to Date deferred revenue is on target.

Human Resources Committee Report [Ms. Natalie Washington]

The committee meeting is focussing primarily Dr. Cozine's review. The next meeting will be March 26th. Natalie Washington suggested that we have a confidentiality agreement for non-board members serving on committees.

The committee is considering in the future if the school would benefit more from bringing on board an HR consultant or possibly a part-time HR employee now that we have almost 100 employees.

The committee will be reviewing the organizational chart and all of the job descriptions. Craig Eichmann will be joining the upcoming meeting. The next committee meeting will be a Zoom meeting on March 26th.

Governance Committee Report [Dr. Aaron Rosen]

Aaron Rosen reported that Cheryl will be joining the committee. He, Cheryl and Lou will be meeting in the near future.

Old Business

New Business

Lou Spiro provided a glossary of terms and acronym as they relate to our school and education.

Public Comments

Adjournment

Motion 75.0 to go into Executive Session at 1:36 p.m. to discuss a personnel issue.

- **Motion to approve:** Natalie Washington **Seconded:** Tom Merkel
- **Ayes: 8 Nays: 0**

Motion 75.0 to approve the plan created by Dr. Cozine to address a parent concern that was brought to the board

- **Motion to approve:** Natalie Washington **Seconded:** Lou Spiro
- Ayes: 8 Nays: 0**

Motion 75.1 to approve adjournment:

- **Motion to approve:** Alan Caine **Seconded:** Tom Merkel
- **Ayes: 8 Nays: 0**

RENAISSANCE ACADEMY CHARTER SCHOOL OF THE ARTS
Board of Trustees
Wednesday, April 22, 2020 at 12:30 PM
Location: 299 Kirk Road Rochester, New York
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:** Steven Gordon, Lou Spiro, Alan Caine, Amy Reinhold, Cheryl Hayward, Linda Dickey, Natalie Washington, Tom Merkel, Aaron Rosen
- **Members Absent:** Bert Brinkerhoff
- **Others Present:** Donna Marie Cozine, Craig Eichmann, Craig Eichmann, Harry Marino

The meeting was held virtually via Google Meets due to the COVID-19 pandemic. Lou Spiro, Vice Chair welcomed the attendees and called the meeting to order at 12:31 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 75.2 to approve Consent Agenda for Items listed below:**
- **(Motion to approve: April 22, 2020 Agenda.)**
- **(Motion to approve: Minutes from March 18, 2020 Board Meeting.)**
- **Motion to approve: Alan Caine Seconded: Aaron Rosen**
- **Ayes: 9 Nays: 0**

Chief Educational Officer Report [Dr. Donna Marie Cozine]

Donna Marie Cozine provided a brief overview of her report highlighting that our school continues to provide virtual instruction with care taken to provide outreach and support to families. Donna Marie introduced Ben Koch, building principal who will be moving on professionally has been a great asset to our school. Donna Marie thanked him for his outstanding leadership in setting up the virtual academy. Ben provided an overview of the online learning program to the board members. This was followed by a short Q&A for clarifying questions.

Mr. Eichmann reported that the lottery had to be held virtually. We did this by recording it live, we posted the video in addition to the results posted via the host site that we utilize for processing applications. It went smoothly and we have everything in place to

support parents with completing the registration packets virtually. Our goal will be to get the new students fully registered by June 1st.

Dr. Cozine reviewed the lottery results in detail.

Dr. Cozine invited the Board of Trustees to attend an upcoming meeting on May 11th regarding upcoming renewal process.

In the upcoming school year calendar, we will be reducing the number of early release days and have more closely aligned the calendar with RCSD as much as possible to reduce transportation costs.

- **Motion 75.3 to approve 2020-2021 School Calendar as presented:**
- **Motion to approve: Steven Gordon Seconded: Lou Spiro**
- **Ayes: 9 Nays: 0**

Academic Committee Report [Tom Merkel]

The committee is reviewing data at this time with the assistance of Dr. Cozine and Lou Spiro.

Development Committee Report [Ms. Amy Reingold]

Amy provided her report in advance of the meeting.

A local book drive is being organized for our students and information will be shared by email.

The committee discussed the Impact of Covid 19 on fundraising resulting in postponing the Reach for the Stars Benefit and the impact on 2020-21 fundraising activities.

RFTS: Given the uncertainty of the social distancing and economic effects of Covid 19, the committee and Development Consultant agreed to wait to adapt the current fundraising plan for 2020-21. Contingency plans will be developed in the next couple of months.

Event Fundraising Purpose: The committee agreed to reduce the focus on purchasing instruments and keep event funds unrestricted but, like the 2019-20 Annual Campaign letter, include examples of how funds raised will benefit RA children.

Finance Committee Report (Mr. Bert Brinkerhoff)

Mr. Eichmann reported that with Bert's assistance we have secured 780k loan that under the guidelines of the Federal program to keep all staff on payroll and anticipate that 100% of this will be forgiven.

Harry Marino reports that RA performed above budget in March. We are on track as planned. A graph was provided for member review. All items required by the state that we should be monitoring and reporting to the board are provided in the charts/graphs.

Mr. Eichmann reported that the school nutrition program is running on a scaled back due to decreased need with school closed. The revenue will be down but will be offset with lower related meal expenses.

Human Resources Committee Report [Ms. Natalie Washington]

Ms. Washington reported that the committee met on 4/21/2020 and focused on the proposed organizational chart.

The committee also will be reviewing all job descriptions.

A confidentiality agreement has been approved for any committee members that are not on staff or board members.

Areas that may be considered if we need to reduce the budget were reviewed.

The 2020-2021 RA Organizational chart was reviewed in detail.

Motion 76.4 to approve the 2020-2021 RA Organizational Chart

- Motion to approve: Natalie Washington Seconded: Tom Merkel
- Ayes: 9 Nays: 0

Governance Committee Report [Dr. Aaron Rosen]

- Board of Trustees Self Evaluation Tool Review –thank you for completing the survey monkey tool.
- Glossary of Acronyms – Dr. Rosen thanked Lou Spiro for this document.

Motion 76.5 to re-elect retroactively Board Member Aaron Rosen to another term, determined as 4/4/2020 – 4/4/2023.

- Motion to approve: Steven Gordon Seconded: Alan Caine
- Ayes: 9 Nays: 0

Old Business

None.

New Business

None.

Public Comments

None

At 1:45 pm the board moved to Executive Session. Executive Session ended at 1:58 pm

Adjournment

There being no further business Mr. Gordon moved to adjourn the April meeting of the Board of Trustees.

Motion 76.6 to approve adjournment:

- **Motion to approve: Aaron Rosen** **Seconded: Lou Spiro**
- **Ayes: 9** **Nays:**

RENAISSANCE ACADEMY CHARTER SCHOOL OF THE ARTS

Board of Trustees

Wednesday, May 20, 2020 at 12:30 PM

Location: 299 Kirk Road Rochester, New York

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

Meeting called to order by Steve Gordon at 12:44 p.m. This meeting is held virtually due to the COVID 19 pandemic.

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 76.7 to approve Consent Agenda for Items listed below:**
- **(Motion to approve: May 20, 2020 Agenda.)**
- **(Motion to approve: Minutes from April 22, 2020 Board Meeting.)**
- **Motion to approve: Alan Caine Seconded: Bert Brinkerhoff**
- **Ayes: 7 Nays: 0**

Mr. Gordon welcomed everyone to the virtual meeting and read into the minutes the resignation of Louis Spiro due to personal commitments.

Chief Educational Officer Report [Dr. Donna Marie Cozine]

Dr. Cozine reviewed the COVID19 continuity of learning plan and the reentry committee details. A comprehensive CEO report was provided in advance of the meeting. A virtual meeting with the State was held on May 19th with various possible scenarios for when school resumes with students in the building. Dr. Cozine invited any board members who would like to join the reentry committee to reach out to her.

Instruction continues to be provided with both paper packets provided as well as virtual academy.

The rechartering process is moving along with the assistance of Andrea Rodgers Berry.

We would like to consider partnering with the T.E.I. We are closely aligned with their educational program points and this program provides us with \$50,000 in grant funds in addition to possible future funds that would impact in a positive way our merit program(s) for teachers.

Academic Committee Report [Tom Merkel]

- Internal data shows that the curriculum and teaching practices we are using are working and student achievement is increasing.
- Fourth Grade performance improvements.
 - 4th Grade DRA scores went from 41% on or above grade level to 81% on or above grade level.
 - 4th Grade ELA IA scores went from 8% on or above grade level to 27% on or above grade level.
- In Grades K-2 we are making changes to the curriculum and coaching structure to allow for more strategic teaching of ELA standards and phonics instruction.
 - We are adopting the Wit and Wisdom whole group ELA curriculum for Grades 1 and 2.
 - We are adopting the Wilson Foundation's phonics curriculum for Grades K-2.
 - We have added one additional instructional coach for the 2020-2021 school year who will focus on Grades K-2.
 - Grades K-2 will have additional minutes in the schedule for phonics and foundational skills each day.
- We project that NYS Test ELA Scores would have increased an aggregate of 5 to 8 points had the tests been held this year.
 - Tom suggested that a "dotted line" be added to graphs to indicate this projected improvement.
- We will create a graph and narrative explaining these predictions for the next Academic Committee Meeting (on or around June 1).
- Internal data shows that the curriculum and teaching practices we are using are working and student achievement is increasing, however, the types of assessments have changed in the past year making it a reasonable comparison, but not perfect.
- Fourth Grade performance improvements.
 - When the current 4th graders took a "dress rehearsal" assessment (released state test questions) last year in 3rd grade in the winter, there were 6% at or above grade level.
 - This year, when they took an interim assessment created by Achievement First that looks very similar to the state test (but possibly more rigorous) 16% scored at or above grade level.

- This shows improvement and allows us to make a prediction for what would have been on the state test with approximately a 5 to 8 percentage point growth.
 - In Grades K-2 we looked at the Math Benchmark assessments for the cohort but because the assessment has varying goal posts each time it is given (3 times a year), instead of using at or above grade level percentage, we use average scores.
- **Motion 76.8 to approve Wit and Wisdom and Wilson Foundations programs for the RA k-2 ELA curriculum program**
 - **Motion to approve: Aaron Rosen Seconded: Amy Reingold**
 - **Ayes: 7 Nays: 0**
-
- **Motion 76.9 to approve the use of Achievement First's Open Source k-6 math curriculum.**
 - **Motion to approve: 7 Seconded: 0**
 - **Ayes: Tom Merkel Nays: Amy Reingold**

Development Committee Report [Ms. Amy Reingold]

Nan Westervelt reported that the Reach for the Stars has been rescheduled.

Finance Committee Report (Mr. Bert Brinkerhoff)

- Revenues
 - Total State Revenues are favorable to budget, April CM and YTD.
 - Federal Revenues are favorable CM and YTD for IDEA funds and Title funds.
 - Food Service Revenue is unfavorable due to the reduction in meals served during the school closure. However, the loss of revenues will be offset by the anticipated drop in Food Service expense. (see below)
 - Local donations are unfavorable CM and YTD due to cancellation of fundraising programs
- Expenses
 - Personnel and Contracted Services are favorable to budget CM and YTD.
 - School Operations are over budget CM and YTD due to spending levels in Technology and Staff Development
 - Facility expenses which includes Debt principle payments are unfavorable to budget due to unbudgeted interest payments and the accelerated payoffs on the Nichols' debt.
 - Food service expense is favorable due to the decreased meal cost.
- Net Cash Flow

- Net Cash Flow is positive in the CM and YTD, both of which are favorable to budget.
- The positive cash flow enabled the acceleration of the payoff of the Nichols and private loan debt.

Human Resources Committee Report [Ms. Natalie Washington]

The CEO evaluation for 2019 has been finalized and filed. The current CEO evaluation is will be completed soon.

The previously approved Organizational Chart has had minor revisions, moving Dean of Students under the Principal and the ESOL teacher under the coordinator of special services.

- **Motion 77.0 to approve the 2020-2021 Organizational Chart**
- **Motion to approve: Alan Caine Seconded: Steve Gordon**
- **Ayes: 7 Nays: 0**

Governance Committee Report [Dr. Aaron Rosen]

Lou Spiro has resigned from the board for personal reasons. Our attorney is reviewing all of our policies and procedures at this time. A framework for evaluating contractors is under consideration. Donna Marie and Craig will be presenting on this at a future board meeting.

Old Business

New Business

The Board will be creating a Political Outreach committee that Nan Westervelt and Amy Reingold will be participating in.

Motion 77.1 The Board approves the participation of Renaissance Academy Charter School of the Arts in The 2020 Teacher and School Leader (TSL) Incentive Fund competition as a member of the Partnership for Innovation and Collaboration among Charter Schools (PICCS) initiative, lead by the Center for Educational Innovation.

- **Motion to approve: Tom Merkel Seconded: Natalie Washington**
- **Ayes: 7 Nays: 0**

Public Comments

n/a

Adjournment

Motion 77.2 to approve adjournment:

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

RENAISSANCE ACADEMY CHARTER SCHOOL OF THE ARTS

Board of Trustees

Wednesday, June 17, 2020 at 12:30 PM

Location: 299 Kirk Road Rochester, New York

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
- **Members Absent:** Natalie Washington, Aaron Rosen, Linda Dickey, Cheryl Hayward
- **Others Present:** Donna Marie Cozine, Craig Eichmann, Harry Marino, 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 12:34 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 77.3 to approve Consent Agenda for Items listed below:**
- **(Motion to approve: June 17, 2020 Agenda.)**
- **(Motion to approve: Minutes from May 20, 2020 Board Meeting.)**
- **Motion to approve: Alan Caine Seconded: Tom Merkel**
- **Ayes: 5 Nays: 0**

Chief Educational Officer Report [Dr. Donna Marie Cozine]

Donna Marie reported there would be a staff meeting on Thursday, 6/18 to wrap up the school year and discuss future possible plans. End of year reviews for staff are underway. Enrollment is moving along with expectations that all enrollments will be processed by August 1st.

We had a cinematographer prepare a virtual graduation video. Sixth grade students came to school to walk the stage and were able to be recorded.

The cafeteria was decorated with balloons and looked festive.

The state site visit went well. We anticipate the report from them with feedback over the summer. Craig Eichmann shared that our staff was outstanding in their responses to questions posed. The staff was very well prepared for the renewal visit.

We anticipate that the governor will make a determination if school will open in the Fall at the end of this month.

Academic Committee Report [Tom Merkel]

The academic committee provided Tom with an overview of the function/roles and goals.

Development Committee Report [Ms. Amy Reingold]

Amy reported that the committee will be canvassing for letters of support for our school.

Finance Committee Report (Mr. Bert Brinkerhoff)

Alan Caine reviewed the previously provided narrative and charts. The fiscal full year outlook is project to show a positive net cash flow. The revenues have a shortfall due to the reduction in food service reimbursements but they are balanced by the decrease in associated food services related expenses.

Motion 77.4 to approve non-material charter revision updating the RACS Financial Policies and Procedure Manual

- **Motion to approve:** Amy Reingold **Seconded:** Tom Merkel
- **Ayes:** 5 **Nays:** 0

Alan Caine reported that the committee did a comprehensive review to assure that the document is reflective of current practice.

Motion 77.5 to approve the 2020-2021 annual school budget:

- **Motion to approve:** Tom Merkel **Seconded:** Amy Reingold
- **Ayes:** 5 **Nays:** 0

Roll Call Vote:

Steve Gordon – Yes
Tom Merkel – Yes
Alan Caine – Yes
Amy Reingold – Yes
Bert Brinkerhoff - Yes

State tuition revenues are based on the projected decreased state funding and an enrollment of 10 fewer students than we are projected to have. Staff salaries will increase 2% in an effort to balance the budget. An adjusted inflation rate has been applied. Any reductions in budget have been closely reviewed to assure that our key design elements are not affected.

A 10 year projected capital improvement budget plan is included.

Human Resources Committee Report [Ms. Natalie Washington]

No report.

Governance Committee Report [Dr. Aaron Rosen]

Nan Westervelt is working with the board on a path moving forward to provide an updated strategic plan to the state. Steve Gordon suggested that we send them an overview of the working document that is being updated quarterly by the committee.

Old Business

None.

New Business

None.

Public Comments

None.

Adjournment

There being no further business, Steve Gordon called for a motion to adjourn the June meeting of the Board of Trustees at 1:20 p.m.

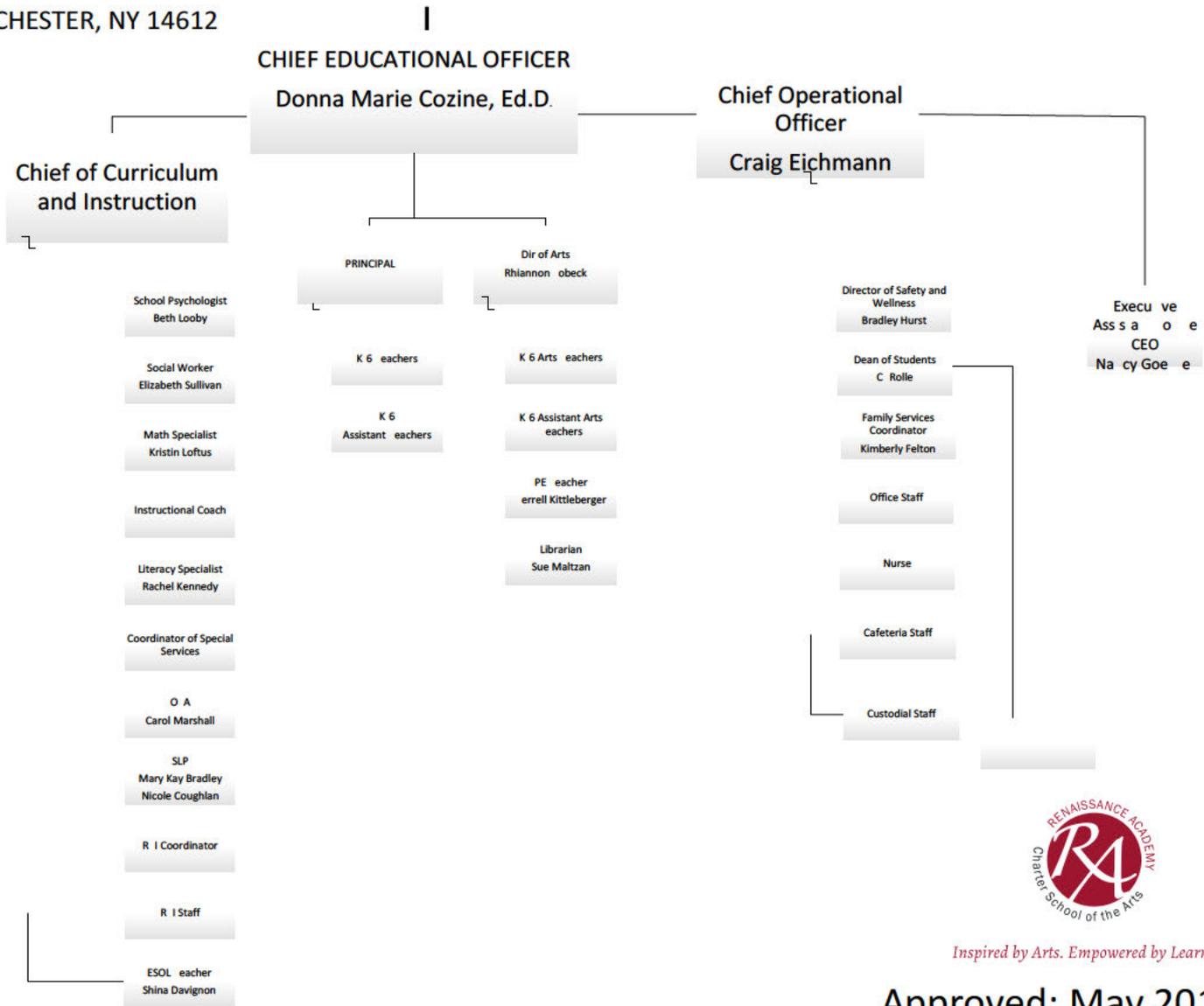
Motion 77.6 to approve adjournment:

- **Motion to approve:** Alan Caine **Seconded:** Tom Merkel
- **Ayes:** 5 **Nays:** 0

2019-2020

RA ORGANIZATIONAL CHART

299 KIRK ROAD, ROCHESTER, NY 14612



Inspired by Arts. Empowered by Learning.

Approved: May 2018

**Part I: General Information and Fire/Life Safety History
(to be completed annually)**

The annual fire safety inspection for this building took place on:
NOTE: The Inspection Date cannot be earlier than 45 days before the Due Date.

1	0	0	7	1	9
Month		Day		year	

1. Indicate the primary use of this facility: (check one box)

a) Instructional	<input type="checkbox"/>	f) Maintenance	<input type="checkbox"/>
b) Administrative	<input type="checkbox"/>	g) Other (specify)	<input type="checkbox"/>
c) Bus Maintenance	<input type="checkbox"/>	h) Public Library	<input type="checkbox"/>
d) Bus Storage Only	<input type="checkbox"/>	i) Storage	<input checked="" type="checkbox"/>
e) Leased-Facility-Off-School-Grounds	<input type="checkbox"/>	j) Vacant	<input type="checkbox"/>

2. Is there a fire sprinkler system in this facility? Yes _____ No

If yes, is the sprinkler alarm connected with the building alarm? Yes _____ No _____

3. Is there a fire hydrant system for facility protection? Yes No _____

If yes, indicate ownership of the system.
Public Owned _____ School Owned Other _____ (specify)

4. Indicate the ownership of this facility: Owned _____ Leased from others _____

a. If the building is not District Owned, provide the name and address of Landlord or Building Owner:

_____ (name)
 _____ (address)
 _____ (address)
 _____ (telephone #)

5. Does the District lease the building or spaces within the building to others? No _____ Yes _____

a. If yes, indicate the tenant(s):

_____ (name)
 _____ (address)
 _____ (address)
 _____ (telephone #)

6. What is the current gross square footage of this facility?
(to the nearest whole ten feet)



7. If this facility is vacant, skip the remaining questions and go to Part II Non-Conformance Report Sheet
(on page 4) Vacant buildings are to be inspected for compliance with Items #25A-1 through #26A-3

8. If this facility is used for instruction, complete (a) – (d); otherwise go to question # 9.

a) Fire drills were held in accordance with Section 807 of State Education Law and Section F405 of the 2015 International Fire Code and F403.5.4 of the NYS Uniform Code Supplement. Yes _____ No _____

b) Average time to evacuate this facility:

--	--

Minutes

--	--

Seconds

c) Arson and fire prevention instruction was provided in accordance with Section 808 of State Education Law; which requires every school in New York State to provide a minimum of 45 minutes of instructions in arson, fire prevention, injury prevention, and life safety during each month that school is in session.

Yes _____ No _____

d) Employee fire prevention, evacuation, and fire safety training was provided and Records maintained in accordance with Section F406 of the 2015 International Fire Code.

Yes _____ No _____

9. If the fire alarm was activated since the last annual fire inspection, was the fire department immediately notified?

Yes No _____

10. Have there been any fires in this facility since the last annual fire inspection?

Yes _____ No

If yes, indicate:

a) Number of fires

--	--

b) Total number of injuries

--	--

c) Total cost of property damage

\$

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Part II: Public School Fire and Building Safety Non-Conformance Report Sheet

School District _____
 Facility # _____

Building Name _____

Part II-A (to be completed for public schools only - except "Big 4")					Part II-B					Part II-B					Part II-B									
Item #	Non-Conformance	Date Corrected	Date Reinspected		Item #	Non-Conformance	Date Corrected	Date Reinspected		Item #	Non-Conformance	Date Corrected	Date Reinspected		Item #	Non-Conformance	Date Corrected	Date Reinspected						
01A-2					08A-2					13A-2					19E-1									
01B-1					08B-2					13B-2					19F-1									
01C-1					08C-2										19G-1									
01D-1					08D-2					14A-2					19H-2									
01E-1					08E-2					14B-2														
					09A-2					14C-2					20A-1									
02A-2					09B-2					14D-1					20B-1									
02B-1					09C-1					14E-1					20C-1									
02C-3					09D-1					15A-2					21A-3									
02D-1					09F-2					15B-1					22A-3									
02E-2					09G-2					15C-2					22B-3									
02F-3					10A-2					15D-2					22C-3									
02G-2					10B-2					15E-1					23A-1									
					10C-1					16A-2					23B-1									
03A-3					10D-1					16B-2					23C-1									
03B-1										16C-2					23D-2									
					11A-2					17A-3					24A-3									
04A-2					11B-1					17B-2					25A-1									
04B-2					11C-2					17C-2					25B-1									
04C-1					11D-2					17D-2					25C-1									
					11E-1					17E-1														
05A-3										17F-3					26A-3									
05B-2					12A-1					17G-1					If any additional non-conformances are observed, check item 26A-3 and list the Code section below.					Inspector The inspector has been provided with a copy of the previous year's school fire safety report: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>				
05C-2					12B-3					17H-2														
					12C-2					17I-2														
06A-1					12D-2					17J-1														
06B-1					12E-1					17K-1														
06C-1					12F-1					17L-1														
06D-2					12G-1																			
06E-3					12H-1					18A-2														
06F-1					12I-1					18B-2														
06G-1					12J-1					18C-2														
06H-2					12K-1					18D-2														
					12L-1					19A-3														
07A-3					12M-1					19B-2														
07B-2					12N-1					19C-1														
07C-2					12O-2					19D-1														

All schools complete Section 8 only if the building has electrically-operated folding partitions.

Initial Inspection:
 Fire Safety Inspector: SAW Name: Scott A. Miller
 Date: 10/7/19

Final Inspection (if required):
 Fire Safety Inspector: _____ Name: _____
 Date: _____

Registry # _____ (26E-4)

Registry # _____ (26F-4)

Part III: Public School Certifications

Section III-A. Fire Inspector

The individual noted below inspected this building and the information in this Fire Safety Report represents, to the best of their knowledge and belief, an accurate description of the building and conditions they observed. The individual that performed this inspection has maintained their certification requirements pursuant to Title 19 Part 1208

Name: SCOTT A. MILLER Telephone #: 
Title: CERTIFIED CODE ENFORCEMENT OFFICER Registry # 
Email:  (as designated by the NYS Department of State)

Section III-B. Building Administrator or Designee

The individual noted below certifies that this building was inspected on _____ (date) as indicated in Section III-A above.

Name: _____ Telephone #: (____) _____
Title: _____ Email: _____

Section III-C. School Superintendent

I hereby submit this fire inspection report on behalf of the Board of Education and certify that:

1. Public notice of report availability has been published, and that
2. Any nonconformances noted as corrected on the *Public School Fire Safety Non-Conformance Report Sheet* portion of this report were corrected on the date indicated, and that
3. For any uncorrected nonconformances that appear on this report, the Board of Education or Board of Trustees, at the meeting held pursuant to Section 807-a of the State Education Law, adopted a written plan of correction for those nonconformances, and such plan is available for public scrutiny.

Name: _____ Telephone #: (____) _____
Title: _____
Email: _____ Electronic Signature (via NYSED Portal)

Part I: General Information and Fire/Life Safety History
(to be completed annually)

The annual fire safety inspection for this building took place on:

NOTE: The Inspection Date cannot be earlier than 45 days before the Due Date.

10	07	19
Month	Day	year

1. Indicate the primary use of this facility: (check one box)

a) Instructional	<input type="checkbox"/>	f) Maintenance	<input type="checkbox"/>
b) Administrative	<input type="checkbox"/>	g) Other (specify)	<input type="checkbox"/>
c) Bus Maintenance	<input type="checkbox"/>	h) Public Library	<input type="checkbox"/>
d) Bus Storage Only	<input type="checkbox"/>	i) Storage	<input checked="" type="checkbox"/>
e) Leased-Facility-Off-School-Grounds	<input type="checkbox"/>	j) Vacant	<input type="checkbox"/>

2. Is there a fire sprinkler system in this facility? Yes _____ No

If yes, is the sprinkler alarm connected with the building alarm? Yes _____ No _____

3. Is there a fire hydrant system for facility protection? Yes No _____

If yes, indicate ownership of the system.

Public Owned _____ School Owned Other _____ (specify)

4. Indicate the ownership of this facility: Owned _____ Leased from others _____

a. If the building is not District Owned, provide the name and address of Landlord or Building Owner:

_____ (name)
 _____ (address)
 _____ (address)
 _____ (telephone #)

5. Does the District lease the building or spaces within the building to others? No _____ Yes _____

a. If yes, indicate the tenant(s):

_____ (name)
 _____ (address)
 _____ (address)
 _____ (telephone #)

6. What is the current gross square footage of this facility?
(to the nearest whole ten feet)



7. If this facility is vacant, skip the remaining questions and go to Part II Non-Conformance Report Sheet
(on page 4) Vacant buildings are to be inspected for compliance with Items #25A-1 through #26A-3

8. If this facility is used for instruction, complete (a) – (d); otherwise go to question # 9.

a) Fire drills were held in accordance with Section 807 of State Education Law and Section F405 of the 2015 International Fire Code and F403.5.4 of the NYS Uniform Code Supplement. Yes _____ No _____

b) Average time to evacuate this facility:

--	--

--	--

Minutes Seconds

c) Arson and fire prevention instruction was provided in accordance with Section 808 of State Education Law; which requires every school in New York State to provide a minimum of 45 minutes of instructions in arson, fire prevention, injury prevention, and life safety during each month that school is in session. Yes _____ No _____

d) Employee fire prevention, evacuation, and fire safety training was provided and Records maintained in accordance with Section F406 of the 2015 International Fire Code. Yes _____ No _____

9. If the fire alarm was activated since the last annual fire inspection, was the fire department immediately notified? Yes No _____

10. Have there been any fires in this facility since the last annual fire inspection? Yes No

If yes, indicate:

a) Number of fires

--	--

b) Total number of injuries

--	--

c) Total cost of property damage \$

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Part II: Public School Fire and Building Safety Non-Conformance Report Sheet

School District _____
 Facility # _____

Building Name _____

Part II-A (to be completed for public schools only - except "Big 4")					Part II-B					Part II-B					Part II-B										
Item #	Non-Conformance	Date Corrected	Date Reinspected		Item #	Non-Conformance	Date Corrected	Date Reinspected		Item #	Non-Conformance	Date Corrected	Date Reinspected		Item #	Non-Conformance	Date Corrected	Date Reinspected							
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01B-1					08B-2					13B-2					19F-1										
01C-1					08C-2										19G-1										
01D-1					08D-2					14A-2					19H-2										
01E-1					08E-2					14B-2															
					09A-2					14C-2					20A-1										
02A-2					09B-2					14D-1					20B-1										
02B-1					09C-1					14E-1					20C-1										
02C-3					09D-1					15A-2					21A-3										
02D-1					09F-2					15B-1					22A-3										
02E-2					09G-2					15C-2					22B-3										
02F-3					10A-2					15D-2					22C-3										
02G-2					10B-2					15E-1					23A-1										
					10C-1					16A-2					23B-1										
03A-3					10D-1					16B-2					23C-1										
03B-1										16C-2					23D-2										
					11A-2					17A-3					24A-3										
04A-2					11B-1					17B-2					25A-1										
04B-2					11C-2					17C-2					25B-1										
04C-1					11D-2					17D-2					25C-1										
					11E-1					17E-1															
05A-3										17F-3					26A-3										
05B-2					12A-1					17G-1					If any additional non-conformances are observed, check item 26A-3 and list the Code section below. _____ Inspector The inspector has been provided with a copy of the previous year's school fire safety report: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>										
05C-2					12B-3					17H-2															
					12C-2					17I-2															
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06B-1					12E-1					17K-1															
06C-1					12F-1					17L-1															
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06F-1					12I-1					18B-2															
06G-1					12J-1					18C-2															
06H-2					12K-1					18D-2															
					12L-1					19A-3															
07A-3					12M-1					19B-2															
07B-2					12N-1					19C-1															
07C-2					12O-2					19D-1															

All schools complete Section 8 only if the building has electrically-operated folding partitions.

Initial Inspection:
 Fire Safety Inspector: SM Name: Scott A. Miller

Date: 10/7/19

Registry # 1191-7468B (26E-4)

Final Inspection (if required):
 Fire Safety Inspector: Name _____

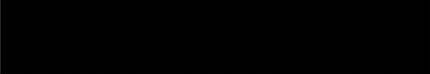
Date _____

Registry # _____ (26F-4)

Part III: Public School Certifications

Section III-A. Fire Inspector

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Name: SCOTT A. MILLER Telephone #: 
Title: CODE ENFORCEMENT OFFICER Registry #  (as designated by the Fire Department of the City)
Email: 

Section III-B. Building Administrator or Designee

The individual noted below certifies that this building was inspected on _____ (date) as indicated in Section III-A above.

Name: _____ Telephone #: (____) _____
Title: _____ Email: _____

Section III-C. School Superintendent

I hereby submit this fire inspection report on behalf of the Board of Education and certify that:

1. Public notice of report availability has been published, and that
2. Any nonconformances noted as corrected on the *Public School Fire Safety Non-Conformance Report Sheet* portion of this report were corrected on the date indicated, and that
3. For any uncorrected nonconformances that appear on this report, the Board of Education or Board of Trustees, at the meeting held pursuant to Section 807-a of the State Education Law, adopted a written plan of correction for those nonconformances, and such plan is available for public scrutiny.

Name: _____ Telephone #: (____) _____
Title: _____
Email: _____ Electronic Signature (via NYSED Portal)

Part I: General Information and Fire/Life Safety History
(to be completed annually)

The annual fire safety inspection for this building took place on:
 NOTE: The Inspection Date cannot be earlier than 45 days before the Due Date.

1	0	07	19
Month	Day	year	

1. Indicate the primary use of this facility: (check one box)

a) Instructional	<input checked="" type="checkbox"/>	f) Maintenance	
b) Administrative		g) Other (specify)	
c) Bus Maintenance		h) Public Library	
d) Bus Storage Only		i) Storage	
e) Leased-Facility-Off-School-Grounds		j) Vacant	

2. Is there a fire sprinkler system in this facility? Yes No

If yes, is the sprinkler alarm connected with the building alarm? Yes No

3. Is there a fire hydrant system for facility protection? Yes No

If yes, indicate ownership of the system.
 Public Owned School Owned Other _____ (specify)

4. Indicate the ownership of this facility: Owned _____ Leased from others _____

a. If the building is not District Owned, provide the name and address of Landlord or Building Owner:

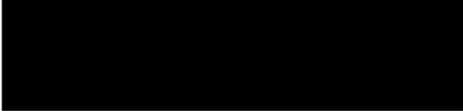
_____ (name)
 _____ (address)
 _____ (address)
 _____ (telephone #)

5. Does the District lease the building or spaces within the building to others? No _____ Yes _____

a. If yes, indicate the tenant(s):

_____ (name)
 _____ (address)
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 _____ (telephone #)

6. What is the current gross square footage of this facility?
(to the nearest whole ten feet)



7. If this facility is vacant, skip the remaining questions and go to Part II Non-Conformance Report Sheet
(on page 4) Vacant buildings are to be inspected for compliance with Items #25A-1 through #26A-3

8. If this facility is used for instruction, complete (a) – (d); otherwise go to question # 9.

a) Fire drills were held in accordance with Section 807 of State Education Law and Section F405 of the 2015 International Fire Code and F403.5.4 of the NYS Uniform Code Supplement. Yes No

b) Average time to evacuate this facility:

	1
--	---

Minutes

4	5
---	---

Seconds

c) Arson and fire prevention instruction was provided in accordance with Section 808 of State Education Law; which requires every school in New York State to provide a minimum of 45 minutes of instructions in arson, fire prevention, injury prevention, and life safety during each month that school is in session.

Yes No

d) Employee fire prevention, evacuation, and fire safety training was provided and Records maintained in accordance with Section F406 of the 2015 International Fire Code.

Yes No

9. If the fire alarm was activated since the last annual fire inspection, was the fire department immediately notified?

Yes No

10. Have there been any fires in this facility since the last annual fire inspection?

Yes No

If yes, indicate:

a) Number of fires

--	--

b) Total number of injuries

--	--

c) Total cost of property damage

\$

--	--	--	--	--	--	--	--	--	--

Part II: Public School Fire and Building Safety Non-Conformance Report Sheet

School District _____
 Facility # _____

Building Name _____

Part II-A (to be completed for public schools only - except "Big 4")					Part II-B					Part II-B					Part II-B						
Item #	Non-Conformance	Date Corrected	Date Reinspected		Item #	Non-Conformance	Date Corrected	Date Reinspected		Item #	Non-Conformance	Date Corrected	Date Reinspected		Item #	Non-Conformance	Date Corrected	Date Reinspected			
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01B-1					08B-2					13B-2					19F-1						
01C-1					08C-2										19G-1						
01D-1					08D-2					14A-2					19H-2						
01E-1					08E-2					14B-2											
					09A-2					14C-2					20A-1						
02A-2					09B-2					14D-1					20B-1						
02B-1					09C-1					14E-1					20C-1						
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02E-2					09G-2					15C-2					22B-3						
02F-3					10A-2					15D-2					22C-3						
02G-2					10B-2					15E-1					23A-1						
					10C-1					16A-2					23B-1						
03A-3					10D-1					16B-2					23C-1						
03B-1										16C-2					23D-2						
					11A-2					17A-3					24A-3						
04A-2					11B-1					17B-2					25A-1						
04B-2					11C-2					17C-2					25B-1						
04C-1					11D-2					17D-2					25C-1						
					11E-1					17E-1											
05A-3										17F-3											
05B-2					12A-1					17G-1					26A-3						
05C-2					12B-3					17H-2					If any additional non-conformances are observed, check item 26A-3 and list the Code section below. _____ _____ Inspector The inspector has been provided with a copy of the previous year's school fire safety report: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>						
					12C-2					17I-2											
06A-1					12D-2					17J-1											
06B-1					12E-1					17K-1											
06C-1					12F-1					17L-1											
06D-2					12G-1																
06E-3					12H-1					18A-2											
06F-1					12I-1					18B-2											
06G-1					12J-1					18C-2											
06H-2					12K-1					18D-2											
					12L-1					19A-3											
07A-3					12M-1					19B-2											
07B-2					12N-1					19C-1											
07C-2					12O-2					19D-1											

All schools complete Section 8 only if the building has electrically-operated folding partitions.

Initial Inspection:
 Fire Safety Inspector: 

Name: Scott A. Miller
 Date: 10/7/19

Registry #:  (26E-4)

Final Inspection (if required):
 Fire Safety Inspector: _____

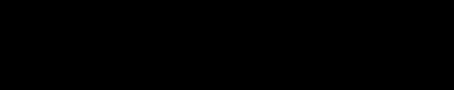
Name: _____
 Date: _____

Registry #: _____ (26F-4)

Part III: Public School Certifications

Section III-A. Fire Inspector

The individual noted below inspected this building and the information in this Fire Safety Report represents, to the best of their knowledge and belief, an accurate description of the building and conditions they observed. The individual that performed this inspection has maintained their certification requirements pursuant to Title 19 Part 1208

Name: Scott A. Miller Telephone #: 
Title: Code Enforcement Officer Registry # 
Email:  (as designated by the NYS Department of State)

Section III-B. Building Administrator or Designee

The individual noted below certifies that this building was inspected on _____ (date) as indicated in Section III-A above.

Name: _____ Telephone #: (____) _____
Title: _____ Email: _____

Section III-C. School Superintendent

I hereby submit this fire inspection report on behalf of the Board of Education and certify that:

1. Public notice of report availability has been published, and that
2. Any nonconformances noted as corrected on the *Public School Fire Safety Non-Conformance Report Sheet* portion of this report were corrected on the date indicated, and that
3. For any uncorrected nonconformances that appear on this report, the Board of Education or Board of Trustees, at the meeting held pursuant to Section 807-a of the State Education Law, adopted a written plan of correction for those nonconformances, and such plan is available for public scrutiny.

Name: _____ Telephone #: (____) _____
Title: _____
Email: _____ Electronic Signature (via NYSED Portal)



CERTIFICATE OF OCCUPANCY

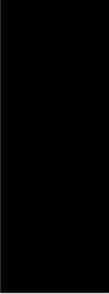
VALID FOR FACILITY:

RENAISSANCE ACADEMY CHARTER SCHOOL OF THE ARTS
299 KIRK ROAD
ROCHESTER, NEW YORK 14612

DISTRICT:

RENAISSANCE ACADEMY CHARTER-ARTS
DONNA MARIE COZINE
299 KIRK RD
ROCHESTER, NEW YORK 14612

Building ID



Issuance Date: October 07, 2019
Effective Date: September 01, 2019
Expiration Date: September 01, 2020

OBTAIN FIRE SAFETY REPORT FROM DISTRICT OFFICE

THIS CERTIFICATE VOIDS ANY PREVIOUSLY ISSUED

*University of the
Education*



*State of New York
Department*

CERTIFICATE OF OCCUPANCY

VALID FOR FACILITY:

ATHLETIC STORAGE BUILDING
299 KIRK ROAD
ROCHESTER, NEW YORK 14612

DISTRICT:

RENAISSANCE ACADEMY CHARTER-ARTS
DONNA MARIE COZINE
299 KIRK RD
ROCHESTER, NEW YORK 14612

Building ID: [REDACTED]

Issuance Date: October 07, 2019
Effective Date: September 01, 2019
Expiration Date: September 01, 2020

OBTAIN FIRE SAFETY REPORT FROM DISTRICT OFFICE

THIS CERTIFICATE VOIDS ANY PREVIOUSLY ISSUED

*University of the
Education*



*State of New York
Department*

CERTIFICATE OF OCCUPANCY

VALID FOR FACILITY:

STORAGE BUILDING #1
299 KIRK ROAD
ROCHESTER, NEW YORK 14612

DISTRICT:

RENAISSANCE ACADEMY CHARTER-ARTS
DONNA MARIE COZINE
299 KIRK RD
ROCHESTER, NEW YORK 14612

Building ID:



Issuance Date: October 07, 2019
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