



## BOARD OF TRUSTEES VOTING MEETING MINUTES

December 20, 2018, 6:30 PM

Hope Library

### Attendance:

Board: Kent Wenger, Dan Rufo, Janel Work, Greg Scott, Monica Reynolds, Shawn Glick, Eva Swymelar (on phone)

School: Michelle Boyd, David Cosme, Christine Gehring, Gina Guarino-Buli, Carol Schaeffer, Madelyn Anton (student representative), Kailey Gehring (student representative), Harold Smith

Public: Stacy McCulla, Megan Webb , David Webb

1. Kent Wenger called the meeting to order at 6:36
2. **Opening statements**
  - a. None
3. **Review & accept minutes from October 18, 2018 Voting Meeting –**
  - a. J. Work made a motion to accept the minutes and M. Reynolds seconded. The motion passed.
  - b. There was a scheduled meeting in November but we did not make a quorum so information was pushed to this meeting.
4. **Academy Council Update - Student (if present)**
  - a. None
5. **Committees Meeting updates – Committee Chairs**
  - a. Development Committee – Denise Kozuch-Harakal / Dan Rufo
    - Successful sales (pie sale, Joe Corbi, etc.)
    - Giving Tuesday – final information being organized.
  - b. Curriculum Committee – Dan Rufo
    - Calendar presentation for SY 19-20 - DISCUSS
      1. Questions will be presented and vote will be held in January 2019.
  - c. HR Committee – Janel Work
    - Met on December 12
      1. Discussed all points from Teacher Roundtables
      2. Looking to implement anonymous surveying for staff
      3. CEO Bonus – subcommittee met prior to this meeting and completed the rubric
      4. Looking for informal grievance process.
      5. Salary comparisons to area schools
      6. Reviewed job-posting procedures
      7. Reviewed multi-year contracts
  - d. Finance Committee – Shawn Glick
    - Business Manager’s Report



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1. S. Glick made a motion to accept the Business Manager's Report and M. Reynolds seconded. The motion passed.
  - Approving the 990 Income Tax Form
    1. J. Work made a motion to approve the 990 Income Tax Form and S. Glick seconded. The motion passed.
- e. Strategic Planning Meeting – Dan Rufo
  - Need to organize a meeting to discuss:
    1. Expansion opportunities
    2. School Strategic Plan
    3. Board training/retreat
    4. Board road show

## 6. Administration Reports

- a. Lower School Principal Report - Christine Herman
  - Many events – LS Career Day
  - Veterans Day celebration
  - SLC Reports went home
  - EOT Celebrations and award ceremonies
  - Holiday concert
  - Door decorating contest
  - Winter Celebrations
  - Food Bank backpack program – food prepackaged and delivered to student/families
  - PBIS Rewards were well received
  - Christine attended PDs
- b. Upper School Principal Report – Michelle Boyd
  - EOT
  - Awards assemblies
  - Winter Concert
  - Instant Decision Day – 12 students accepted to Weidner and scholarships are being promoted on Social Media
  - Michelle attended PD on school performances.
  - Alumni Day – December 21, 2018
  - First Psychology course with Immaculata University in some time will begin in January. Will be a dual credit course for students.
- c. Dean of Student's Report – Harold Smith
  - Attended training for Active Shooter preparations with David Cosme.
  - Attended "Safe to Say something" – MS/HS students can anonymously send information to let school know of issues.
  - Working with "Safe Schools for Chester County" to prep for a practice run in the spring.
- d. CEO Report – Gina Guarino-Buli



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- Attended school safety/preventative measures PD
- Three grant applications in for review
- Planning for next PD
- Attended annual FC Condo association – will update Finance Committee.
- December Staff meeting was a cookie bake-off
- Leadership Team went to Escape Room
- Staff roster by Business Manager
  1. One contract has been offered for a Building Sub but to date, hasn't returned yet.
  2. Vote held until January due to potential incorrect numbers
- Enrollment update – Request for enrollment report will be made to be submitted to Board.
  - a. Requesting responses by Friday the 28<sup>th</sup>.

## 7. Old Business

- Finalize discussion on adding a Kindergarten class
- Update on Board Recruiting process
  1. 14 interested participants
  2. 11 people committed
  3. Board needs to respond to schedule the interviews/pre-screening.
    - a. Requesting responses by Friday the 28<sup>th</sup>.
- Norristown Busing issues were discussed and a plan of action should be developed.

## 8. New Business

- Policy Review - First Reading: Social Media Use
- Purchase of two school vans (majority of cost already accounted for in FY 2019 budget).
  1. K. Wenger made a motion to approve purchase of two vans for up to \$75,000 subject to approval by Finance Committee J. Work and seconded. The motion passed.
    - a. M. Reynolds was a “ney”
- Teacher bonus discussion – tabled because of a need to discuss more details.
- J. Work attended a community event at Phoenixville Hospital – Tower Health is working on a new budget to raise awareness to health issues (transportation, vaping, etc.)
- Board/Admin will plan to reach out to Representatives/Senators to invite to tour school.

## 9. Public Comment

- Why has RA not contracted with the Tech schools?



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- RA, as a Charter, cannot contract with Tech schools but RA HAS worked closely with CAT Pickering to give our students access to career readiness.

- Parents commented on “Reputation issue” RA has.
  - Class sizes are too large
  - Student is not challenged.
  - FSO no longer in-tact
  - Administration is causing issues
  - Lack of transparency in financial donations

#### **10. Adjournment**

**J. Work made a motion to adjourn the meeting and M. Reynolds seconded.**

**The motion passed.**

#### **11. Executive Session – If Needed**