

APPROVED



Boston Renaissance Charter Public School

Minutes

Board of Trustee meeting

Date and Time

Wednesday January 18, 2023 at 8:00 AM

Location

[Join Zoom Meeting](#)

ID: 89588815232

Passcode: 064661

MISSION

The mission of the Boston Renaissance Charter Public School is to nurture and develop academic, social and emotional competence while building confidence, character and citizenship among its students.

Trustees Present

A. Buckmire (remote), B. Keith (remote), C. Engerman (remote), D. Morris (remote), K. Cherry (remote), M. Gardner (remote), R. Clarke Jr. (remote), S. Dibinga (remote)

Trustees Absent

K. Williamson

Guests Present

D. Veale (remote), D. Warwick (remote), J. Moynihan (remote)

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

B. Keith called a meeting of the board of trustees of Boston Renaissance Charter Public School to order on Wednesday Jan 18, 2023 at 8:02 AM.

II. Executive Session

A. Executive Session

The executive session is to consider the purchase, exchange, lease, or value of real property If the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body and so the chair declares it.

B. Keith made a motion to go into executive session.

M. Gardner seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

D. Morris Aye
R. Clarke Jr. Aye
K. Cherry Aye
B. Keith Aye
C. Engerman Aye
K. Williamson Absent
M. Gardner Aye
A. Buckmire Aye
S. Dibinga Aye

B. Keith made a motion to end the executive session.

C. Engerman seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

K. Williamson Absent
B. Keith Aye
C. Engerman Aye
M. Gardner Aye
D. Morris Aye
S. Dibinga Aye
A. Buckmire Aye
K. Cherry Aye
R. Clarke Jr. Aye

III. Approve Minutes

A. Approve November 16, 2022 minutes

B. Keith made a motion to approve the minutes from Board of Trustee meeting on 11-16-22.

C. Engerman seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

A. Buckmire Aye
K. Williamson Absent
M. Gardner Aye
K. Cherry Aye
D. Morris Aye
S. Dibinga Aye
R. Clarke Jr. Aye

Roll Call

B. Keith Aye
C. Engerman Aye

B. Approve October 19, 2022 minutes

B. Keith made a motion to approve the minutes from Board of Trustee meeting on 10-19-22.

M. Gardner seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

D. Morris Aye
M. Gardner Aye
R. Clarke Jr. Aye
A. Buckmire Aye
K. Williamson Absent
K. Cherry Aye
S. Dibinga Aye
B. Keith Aye
C. Engerman Aye

IV. Head of School Update

A. Head of School Update

A. Buckmire gave an update regarding student enrollment this school year, which has a financial impact. Currently, we're at 935 students. We should be at 944. We are doing another lottery to try to fill for this year. This issue does have a financial impact and we budgeted conservatively, but we don't foresee this issue changing. Other schools in Boston both charter and BPS are seeing a decline in enrollment because the city of Boston is losing school age children.

January 24th we are starting an afterschool ELA Accelerated Learning Program for students in Grades 3 & 4, three days a week. The program will provide immediate and intensive ELA instruction focused specifically on closing achievement gaps in ELA.

We're starting our planning for the next school year. One of the things that I intend to add to the budget is a director of curriculum instruction or CAO. Historically, we had a Chief Academic Officer. I am in the process right now of meeting with other charter school leaders and others, who have the position, just to see what that structure looks like within their schools.

At the next board meeting we'll be able to show you some student data. Our students have shown a lot of growth in both Math and ELA. We need to keep that momentum. We're continuing with our consultants from Commonwealth Consulting that we're working with right now. We are narrowing in for a new math curriculum for next year. We continue with our WIN cycles, which has been helpful to look at how students are progressing and being able to move students in and out of groups and see what their data is looking like.

Ms. Evelyn Lee, is retiring at the end of the year. I am working on a succession plan with Ms. Lee and our HR Director.

V. Finance

A.

Finance Update

Reviewed Q2 FY23 financial numbers. There's nothing of concern. We are seeing an increase in our cash, and that is because we do have the ESSER Grant that is covering a lot of operating expenditures that we would otherwise be covering ourselves.

We do have a decrease in enrollment tuition. We went with a conservative approach, and budgeted for this.

Instructional supplies and materials are up but this is mainly driven by the math pilot program. The offset of that is under our Federal entitlement grants. We did have a grant that fully covered that. We also purchased a new Wonders curriculum. The majority of that was also covered by a grant. And we ordered additional supplemental materials for our focus program.

We did increase the fees for the daycare. I think we're going to be close to just having just enough of a surplus, do not expect a deficit..

We're expecting to spend down about 2.2 million in our ESSER and I have that built into my forecast, and as you can see, that is in our bottom line, so we're looking at about 1.9 surplus. Just keep in mind that is all ESSER driven, and all of these expenditures, once we're done with ESSER, these types of expenditures are going to go down for us because they're planned around spending this money.

K.Cherry asked: Regarding staff salaries we're looking at 6 months in, 5.7 versus a budget of 7.1 but we still think we're going to hit the budget target. Is that the summer payroll?

A.Emery: Yes. I haven't accrued to my summer payroll yet. And additionally, built into the staff salaries, is some ESSER money that A.Buckmire mentioned earlier for the ELA Accelerated learning program.

K.Cherry asked: looking at the bottom line, a surplus of 1.9, are you saying if we didn't have the ESSER money at the 2.2 we'd be looking at, perhaps a small deficit, and that's the warning for future budgets?.

Allie Emery: Yes and no. Yes, if you just take it at a straight number value, because you have 2.2 you're estimating for ESSER. But keep in mind that there are some costs that we might not be doing, we would be in control of that. We don't initially say this is part of our regular operating costs per se. So there are normal costs that are built into this 2.2. There are costs that are driven purely because we have this money, so you wouldn't really have them in here.

VI. Governance & Nomination

A. Craig Engerman Vice Chair nomination

B. Keith made a motion to nominate Craig Engerman as Vice Chair.

M. Gardner seconded the motion.

B. Keith shared it's been so valuable having Craig on the board in general, he brings his history and experience with the school in many different capacities. He has shown how much he cares about the school, the student body and the staff. The board **VOTED** to approve the motion.

Roll Call

A. Buckmire Aye

R. Clarke Jr. Aye

Roll Call

C. Engerman Aye
S. Dibinga Aye
M. Gardner Aye
B. Keith Aye
K. Williamson Absent
K. Cherry Aye
D. Morris Aye

VII. Committee Updates

A. Academic Excellence

Lower school is taking a close look at data. They've had individual meetings with teachers on their classroom data . They'll be supporting teachers to be sure that they are confident with whatever their intervention tool they'll be utilizing for each individual student.

The Lower school has been doing a lot of work with the Literacy consultant around their literacy block and helping teachers plan more thoughtfully, using the data and being more flexible on how they are running their literacy blocks, and this is helping to make sure that the teachers are understanding how to use the data with thorough planning. The consultant is also helping Lower school with their literacy blocks.

In Upper school they are looking at the benchmark data and the progress monitoring data. How to more individualize the goals that are being set when looking at the Aimsweb platform, moving towards more individualized interventions.

For upper & lower schools we are looking at sub groups of students with disabilities and English language learners, and they're going through the data and targeting a number of students who they'll be working with. They will follow the intervention cycle and track the data and add more intervention pieces if needed. It's a lot of interventions, progress monitoring and how things are working in order to increase student performance.

B. Facility

D.Veale is conducting an assessment of the HVAC system with General Air. There have been upgrades to the exterior doors. For the most part things are going good at 1415. No major issues. We'll support the board in any way we can to help expedite or come to some kind of agreement with the new site, so that we can move forward.

C. Parents of Renaissance

A. Buckmire shared that the POR group is up and running and they are focusing right now on fundraising. They have scheduled a fundraiser on March 5th from 12:00-3:00. They are going to be sending out the information to families soon. They'll be working on some other events. A.Buckmire is meeting with them tonight to help empower them to use their voice and gather their input and their collaboration around other areas, around academics and policies, things of that nature.

VIII. Closing Items

A.

Adjourn Meeting

B. Keith made a motion to adjourn the meeting.

C. Engerman seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

A. Buckmire Aye

S. Dibinga Aye

B. Keith Aye

M. Gardner Aye

K. Cherry Aye

D. Morris Aye

R. Clarke Jr. Aye

C. Engerman Aye

K. Williamson Absent

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 10:00 AM.

Respectfully Submitted,

B. Keith

Documents used during the meeting

- BOT Update January 23.pdf
- Q2 -FY23 Report Financials.pdf