

APPROVED



# Boston Renaissance Charter Public School

## Minutes

### Board of Trustee Meeting

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#### Date and Time

Wednesday March 20, 2024 at 8:00 AM

#### Location

[Join Zoom Meeting](#)

ID: 85418232085

Passcode: 723550

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#### 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.

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#### Trustees Present

A. Buckmire (remote), B. Keith (remote), C. Barrett (remote), C. Engerman (remote), K. Cherry (remote), K. Davis Kernizan (remote), M. Gardner (remote), R. Clarke Jr. (remote)

#### Trustees Absent

D. Morris, K. Williamson, S. Dibinga

#### Guests Present

A. Emery (remote), D. Warwick (remote), Nerlande Mintor

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#### 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 Mar 20, 2024 at 8:05 AM.

### **C. Welcome and Public Comment**

Board agreed to table the January 17,2024 minutes until our next board of trustees meeting, scheduled for April 3,2024.

## **II. Approve Minutes**

### **A. Approve Minutes**

Board agreed to table the January 17,2024 minutes until our next board of trustees meeting, scheduled for April 3,2024.

## **III. Finance**

### **A. Finance Update**

Discussed FY24 Q2. These are the ratios that we review at each board meeting. We are green across the board, nothing of concern. We went over a lot of this in January. Enrollment is still at 944. Updated financial forecast to reflect what we are looking to end the year with and projecting \$7.7M surplus . Some instructional contracted service is projected to be over but grants did cover this. Positions that we are currently contracting out and instructional materials and supplies, looks like it may be over but what we're spending is actually covered by grants. Projecting that the Daycare will still run a small deficit. Nothing negative to report.

Board member : shared that the finance committee met and thoroughly went through these numbers and the Finance committee is on board with all of these numbers.

### **B. Updated Salary Schedule & COLA**

K. Cherry made a motion to accept the new teacher & para Salary Scale and COLA for staff not on scale.

C. Engerman seconded the motion.

In response to the staffing needs and the staff feedback around salaries from our climate survey the BRCPS compensation schedule review was moved up a year. We hope to be competitive in order to retain and attract staff. All agreed that the salary numbers were low for staff where we presently are for our geographical area and should present the new proposed scale . The CFO and H.R. Director worked with the Head of School to present a new Salary schedule for Teachers and Para's, As well as a COLA for non teaching positions. Board member added: We have had discussion in the Finance committee and we have consensus around approving this and moving it to the full board.

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

**Roll Call**

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

**C. Fiscal Year 2025 Budget**

K. Cherry made a motion to approve FY 2025 budget.

B. Keith seconded the motion.

CFO presented 24/25 budget. Finance committee thoroughly reviewed budget day prior at committee meeting. Board reviewed and discussed impacts over the next 3 years.

Conservative with estimating tuition. We are running a deficit with the daycare.

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

**Roll Call**

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

**D. April 3rd Board Meeting**

Per CFO request, the board will meet April 3, 2024 @ 8:00 am. To review and vote on issuance for Food Service Mgmt Contract.

**E. End of Year Appreciation**

K. Cherry made a motion to approve year end bonus for staff including an additional bonus for staff of 14 years or more.

C. Engerman seconded the motion.

Year end bonus for staff to show appreciation for all staff's efforts for this school year. Staffing has been difficult and all have stepped up. Also proposed a bonus for staff that have been at the school for 14+ years (one time) This is to show appreciation for those staff who have invested years here and recognize their effort and continued dedication during the school year. These staff members are no longer on the teacher/para scale. Both bonus' will be paid in June.

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

**Roll Call**

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

**IV. Updated Bullying Policy**

**A. Updated Bullying Policy**

M. Gardner made a motion to approve the updated BRCPS Bullying Prevention and Intervention Policy.

C. Barrett seconded the motion.

The board reviewed and approved the updated BRCPS Bullying Prevention and Intervention Policy.

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

**Roll Call**

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

**V. June Board Meeting**

**A.**

## **June Board Meeting**

Board agreed to meet June 13th at 8:00 am.

### **VI. SY23/24 Board Self Assessment**

#### **A. SY23/24 Board Self Assessment**

Reminder for Board members to complete the Board self-assessment.

### **VII. HOS Update**

#### **A. HOS Update**

We are in the process of writing the application for charter renewal. The application is due August 1st. The Application is an opportunity for the school to present evidence of the school's performance during the current charter term. Our goal is to submit the final application to the board by May 29th, for your review and then vote on June 13th.

We are working with a consultant for the Strategic plan. The Steering committee had their second meeting on March 15th. The committee worked to develop priorities. The committee will meet again on April 1st. There will be a section in the plan to add goals based on the board self-assessment data.

The SOA (The Student Opportunity Act) plan must be submitted for the Commissioner's review on a three-year cycle, with annual progress updates submitted in subsequent years. Our new Student Opportunity Act plan is due to DESE on August 1st. Our goal is to submit the plan to the Board by May 29th, for your review and then vote on June 13th. The Student Opportunity Act requires each district to create an evidence-based plan for reducing persistent disparities in achievement across student groups.

We will be shooting a new school promotional video which will replace the current one on our website and be repurposed for other uses in the future. Dates for filming are 5/15 and 5/16.

The DEI committee is finalizing our DEI strategic plan. The plan will be shared with the community (staff, families, board) for feedback. The plan is a multi-year plan and will be finalized and added to the school strategic plan by the end of the year. Part of our DEI plan is starting affinity groups. Our kickoff meeting was held for a 'men of color affinity group', for our male staff of color.

As you can see in my update we had a few visitors to the school recently. Boston City Councilor Enrique Pepen and Emmy Award-winner Latoyia Edwards to celebrate Black History month and Channel 5 WCVB Meteorologist David Williams.

## VIII. CAO Update

### A. CAO Update

Writing initiative:

Working to integrate Keys to Literacy into our writing. Our academic team visited 20 to 30 classrooms using an observation tool, looking to see if what was presented in professional development was being used in the classroom and are students able to use those tools. The largest gains were the use of keys to literacy terminology with students, evidence of pre-writing and evidence of rigor of writing assignments within the classroom. Some areas of improvement for support are where students are revising the writing as well as support for all learners, including students with disability and our English learners. From those different observations, individual feedback will be given to teachers. We are looking at writing samples and then what pieces do we need to do as an academic team to help support this process.

Board member asked: How is this being supported across the grade levels, making sure that each teacher is receiving the same support? Are you having those teachers who need more support observing the teacher experts? Yes, we are lining up our peer observations. We're also trying to identify some of those teachers to hopefully do some small group professional development. Curriculum coordinators are making sure that areas that we saw as not consistent are presented in their content level meetings. Making sure that we are seeing this in the planning process as well as it happening in the instruction process.

Board member asked: for students with disabilities and EL's, are they being exposed to the grade level topics. Yes, all the curriculum coordinators met to focus on anything we see missing across all levels. We are working on timed writing to build up student stamina.

MCAS:

We have our practice test dates scheduled. Students get to see what the test day will look like. Working on practice problems, not just multiple choice questions, but constructive responses. Actively engage in the writing process to help them prepare. And fine tuning test taking skills.

School Improvement plan:

Working with the directors to develop a 3 Year plan. The 4 goals that we have identified so far are 1)increasing our literacy proficiency 2)increasing our math proficiency 3)ensuring that students are highly engaged and using high level thinking skills 4)focus on student support, wellness and safety. So really incorporating that SEL component. Working with directors to identify action steps, key buckets within these goals. As well as working with curriculum coordinators to identify different areas that we need to do with

curriculum instruction, assessment, teacher & professional development to support these pieces.

Within that plan, we are also filling in our information for our student opportunity act or SOA plan. We will be focusing on our 2 lowest performing subgroups which are students with disabilities and English language learners. So in addition to the school improvement plan, we are really focusing on what and how we're supporting our students with disabilities or English language learners to ensure that they are also getting support.

## IX. Committee Updates

### A. Academic Excellence

We looked at the winter reading and math benchmarking data, Aimsweb and i-ready data for winter 2023, for both Upper and Lower School. And then looked at the impact of the changes that were made in the 22-23 school year.

- K2 & 1st & 2nd grade adopted Bridges this school year and onboarded ST Math
  - K2 Average SGP in the “high” range, 1st Average SGP in the “average” range
  - Higher percentage of students in “average” or “above average” performance bands in all ENB subtests (CA, NNF, QDF, QTF).
  - Difference is particularly apparent in QTF, with 74% for SY 23-24 and 52% SY 22-23.
  - Higher percentage of students placed on grade level on Winter i-Ready Math diagnostic in SY 23-24 (39%) than in SY 22-23 (27%)
- K2 Continuing Foundations (big fidelity push last year) and Heggarty
  - Average SGP for SY 23-24 is 41%, last year it was 50% Accuracy for LNF and LWSF
    - Teachers have been asked to practice building speed and fluency, and ensuring students are able to identify letter names and sounds with and without the support of the Foundations cue cards.
  - Higher percentage of students tested “on grade level” on Winter i-Ready Reading diagnostic in SY 23-24 (51%) than in SY 22-23 (35%), with the greatest positive difference being found in the domains of Phonics and Lit. Comp.
- 2nd Grade adopted Bridges this school year and onboarded ST Math
  - Aimsweb
    - Average SGP in the “average” range
    - Higher SGP for SWD subgroup when comparing Winter Benchmark data for SY 23-24 and SY 22-23
    - Slightly higher percentage of students in “average” or “above average” performance bands in NSF
  - i-Ready

- Slightly higher percentage of students in Tier 1. More students in Tier 1 for NO and ALG domain
  - Continuing Foundations and Heggarty, onboarded last year
  - Aimsweb
- Decrease in percentage of students in “average” or “above average” range in all Reading subtests.
  - i-Ready
- Less students in Tier 1 overall, but more students in Tier 1 for PA and HFW

All Upper School (US) grade levels are on track to meet our school accountability target of at least 50% of students meeting their iReady Reading Typical Growth target by the end of the year

- At least 45% of students in each US grade level increased their overall placement level on iReady math
- Progress towards growth targets for SWD is higher in both math and reading than it was at this point last year
- Progress towards growth targets for ELs is higher in both math and reading than it was at this point last year
- The SGP for all cohorts on Aimsweb Math and Reading are within the typical range, and many of them are over 50

We did note that 30% of our students have met their end of the year target already. On our accountability plan the target is 50% of all students will meet their target for typical growth. We've seen that our students with disabilities and our multilingual learners are continuing to show low growth across grade levels.

Board member shared: this has been a concern for multiple years, as much as we appreciate getting that data we'd like to see more of what we're doing once we've received that data.

Dr. Conrady will be meeting with the directors and analyzing the data and identifying the gaps and give more specific actions that will be taken to target the subgroups.

## **B. Governance & Nomination**

We have a well balanced board. Two areas that we will be focused on adding to the board is Legal and development.

The BRCPS Gala, scheduled for May 2024, has been canceled on the recommendation of our Event Consultant. Our outreach over the past few months has been extensive, thoughtful yet we were unable to gain the traction necessary to ensure the event's success. We hope to reevaluate the feasibility for an event like this at a future date.

## **C. Facility**

No issues at 1415 property. Mr. Veale is working on the RFP for the HVAC work.

Trying to decide plan for current space at 1415 and our B street property. Board member took a walking tour of the site and shared a copy of our site plan so the board members could look and assess different possibilities with both sites. Would want to do a full study



for any new options. Look at options on the 1415 site. Also consider what the architects proposed, the footprint that they were proposing.

#### D. Parents of Renaissance

We held our annual Chez Vous Fundraiser event on Sunday March 10th for the lower school and Sunday March 17th for the upper school.

At the first lower school event, (from the \$5.00 ticket cost and raffle tickets, we raised \$1,000.00. The POR had a 50/50 raffle and Chez Vous generously donated 3 of the raffles: a birthday party valued at \$425.00, a pair of girls skates and a pair of boys skates. Because of the verbiage in our lower school event flier, we were not able to hold these funds but we are happy to be donating them to a BRCPS family who lost their home in a fire.

For the upper school event last Sunday we had a lot more people. We don't have the exact numbers yet, but we made about \$200.00 on the raffles.

The POR plans to brainstorm and come up with some additional fundraisers. We are also looking to hold a few events for parents to come into the school, something similar to donut day or something on that idea. Trying to think of ways to incorporate the parents and give parents an opportunity to meet other parents.

#### X. Closing Items

##### A. Adjourn Meeting

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

B. Keith made a motion to Adjourn meeting.

C. Engerman seconded the motion.

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

##### Roll Call

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

### **Documents used during the meeting**

- FY24 Q2 12.31.2023 Report BOT.pdf
- Para Salary Schedule 2024.pdf
- Teacher Salary schedule 2024.pdf
- FY25 Budget.pdf
- BULLYING PREVENTION AND INTERVENTION PLAN SY 23-24.pdf
- BOT Update March 20th.pdf
- BRCPS Options - Plans\_10.19.22\_kddk comments.pdf