

APPROVED



Boston Renaissance Charter Public School

Minutes

Board of Trustee meeting

Date and Time

Wednesday September 20, 2023 at 8:00 AM

Location

[Join Zoom Meeting](#)

ID: 81864787541

Passcode: 631604

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), K. Davis Kernizan (remote), M. Gardner (remote), R. Clarke Jr. (remote), S. Dibinga (remote)

Trustees Absent

K. Williamson

Guests Present

A. Emery (remote), April Shepard (remote), C. Beckhusen (remote), Cheryl Barrett (remote), D. Warwick (remote), David Conrady (remote), Haley MacDonald (remote), Jack Moynihan (remote), K. O'keeffe (remote), Kris Lane (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 Sep 20, 2023 at 8:07 AM.

C. Welcome and Public Comment

II. Finance Update

A. Fiscal Year 2023 Audit Presentation & Acceptance

B. Keith made a motion to accept Boston Renaissance Fiscal Year 2023 Audit.

K. Cherry seconded the motion.

Kristoffer Lane and Haley MacDonald, from Daniel Dennis & Co. presented the Fiscal Year 2023 audit report for the Boston Renaissance Charter Public School and The Boston Renaissance Foundation, Inc. Fiscal year 2023 is the first year we include the foundation. This was a very good audit, no significant change from prior year.

They reviewed our audited financial statements along with their exit presentations.

Summary of Audit Results, Financial Ratios and Historical Results. : The financial records were in very good shape.

The combined financial statement disclosures are neutral, consistent, and clear. They are getting accurate data to make informed decisions and no disagreements with management in performing and completing the audit. They will be presenting a representation letter for signature and to add to the final report. Report due to DESE November 1, 2023.

The Summary of Audit report reviewed :

Unmodified opinion on the combined financial statements, which is a clean opinion, the best opinion to get.

Compliance & Internal Control over financial reporting and on compliance & other matters; Reported there were no material weaknesses over financial reporting and no reportable instance of non-compliance.

Major Programs: ESSER, No report of non compliance.

Financial Ratios.

The school is considered a no risk audit for FY23, all the ratios are low risk. Very good financial profile based on these ratios. We included enrollment at the bottom pretty consistent over the 2 years with max enrollment being 944, so no issues there.

Overall very good results, It was an excellent audit, the most efficient audit they've been involved with for FY23.

A Board member noticed that salaries went up, and asked if that was attributed to salary increases.

Yes, the board adopted a new pay scale for teachers which went into effect last year. It was part of the board's goal to retain talent and why they agreed to make those changes. The board **VOTED** to approve the motion.

Roll Call

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

III. Staff Introduction

A. Introduction of David Conrady, Chief Academic Officer

David Conrady, has been hired as our new Chief Academic Officer (CAO,) starting August 2023. An extensive interview process was conducted last year with different committees and stakeholders. Due to our academic performance this position is critical for our school.

D.Conrady: Thank you very much for having me. This is my 25th Year in education, my background is in molecular biology and secondary sciences. I've taught high school science, chemistry, physics. I've been a building administrator for 16 years, at the elementary, middle and high school level. I'm currently working with Ms Buckmire to conduct a SWOT analysis around a few questions regarding academics. Looking at WIN time, specifically hit some of the deficits and gaps that students have to make sure that we can get them to grade level and excel their learning to above grade level. In the process of working together with teachers, directors,coaches and curriculum specialists to really find those areas that we can improve.

A Board member asked: What are you most excited about or what do you think is most critical for overall success? On the technical side how can we use our resources to the best advantage and on the Instructional side looking at student engagement.

A Board member asked: What is the reporting structure, who is reporting to David? As of right now, no changes. What we are transitioning into will be the instructional coaches, the curriculum coordinators and the data & assessment specialist will report to David within the coming weeks.

B. Introduction of April Shepard, Director of Visual & Performing Arts

April Shepard is our new Director of Visual & Performing Arts. She was hired as the successor to Ms. Lee. She's had a little bit of a bumpy start because she was fully staffed the day before School started and a couple people changed their mind. So she's been working really hard and has some exciting things in mind for specialty classes.

A. Shepard: Thank you very much for having me. This is my twentieth year at Renaissance. I've spent the bulk of my career here, as a dance teacher, and just love the children and the families that I get to work with every day. I am excited to be in this position, and we're hoping to do a few new things. This year we've implemented an enrichment program within the school day. So students are now getting 2 specials per day. All students will have one specialty class every day, and then the second specialty class they will go to 2 times a week. Our Upper School students were able to select a specialty class that they would like to dive deeper into for the school year. The hope is that they get an experience that they would have to pay for outside of school in terms of a studio experience or conservatory level experience, where they are really working on technique and skill and coming out with a really transferable skill.

The choir is about to start again, planning to launch the choir in October. We are in the process of hopefully hiring a choir director this week. Mr. James, our assistant choir director, has been pivotal in helping to make sure that programming stays online.

My first priority coming in is just creating stability amongst the team. It's a big transition. Ms. Lee had the helm here for a long time and left quite a mark and will be missed. So trying to make sure that we transition as smoothly as possible.

And then secondly, build more ways for not just the choir, but what's happening within the classrooms to be exhibited and connected. Identifying ways that we can push out the great things that our kids are doing to the world.

We are still looking for a dance teacher. The Board will reach out to their contacts to help fill the position.

IV. Approve Minutes

A.

Approve Minutes March 15,2023

B. Keith made a motion to approve the minutes from Board of Trustee meeting on 03-15-23.

C. Engerman seconded the motion.

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

Roll Call

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

B. Approve Minutes May 16,2023

B. Keith made a motion to approve the minutes from Board of Trustee meeting on 05-16-23.

A. Buckmire seconded the motion.

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

Roll Call

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

V. Head of School Update

A. Head of School Update

This school year is going okay so far, but there have been some challenges. The biggest challenge we are facing is staffing, which is not unique to us. We're having a hard time filling special education teaching vacancies and an ESL teacher position. We are working hard to fill the vacancies and cover the classrooms with qualified staff.

Student enrollment is currently at capacity. We are monitoring that daily, just to make sure that enrollment does not drop, especially as we come upon October 1st SIMS report.

As mentioned earlier our Chief Academic Officer starting has been a great addition to the school, really excited about that role.

We adopted PBIS, Positive Behavioral Interventions and Supports, which is a nationally recognized program. PBIS is an evidence-based, tiered framework for supporting students' behavioral, academic, social, emotional, and mental health. Our CAO has had experience implementing PBIS in other school settings, so he's going to be the administrative person on our PBIS team.

We had a phenomenal Family Day. We started our annual Family Day several years ago.

It's an opportunity for families to come to school before the school year begins, and to meet their child's teacher. It was an incredible turnout, estimated somewhere in the neighborhood of 500 families attended. It's a wonderful community event, with vendors and school partners attending.

We're up and running with instruction. We're getting ready to start WIN groups. We're doing benchmarking assessments right now for students.

We are also going to be kicking off our strategic plan. ESC will host a kickoff meeting with the steering committee in the next few weeks. As part of their work, they will interview some Renaissance stakeholders to get input regarding the future direction of BRCPS. Our current strategic plan has expired, so we need to develop a new Multi Year strategic plan.

They are asking for one to two Board members to join the committee. M.Gardner has agreed to join the committee. We are working out the details but it could be a one day retreat. If there is another board member who might be interested, you can email or call the HOS.

The HOS will be part of the committee as well as other stakeholders from the school. It's not a lot of time, but there is a time commitment.

A few board members shared they are interested in joining if it's a one day retreat commitment. It depends on the time commitment needed.

A Board member asked: related to PBIS, What's family engagement looks like in the process? The committee just met last week. What we're trying to do as a PBIS team is really narrow our focus, to make sure what is being rolled out is successful, and we can communicate it. We will be working on communication with teachers, families and students, and make sure everyone's on the same page.

A Board member suggested sharing with Families what they could be doing at home. A more formal rollout of why BRCPS decided to adopt PBIS and how we think it can benefit students. Maybe an in person or virtual session for families.

We are going to be offering free Yoga classes to families starting October 11th. Thank you to Ms. Dibinga for the Yoga instructor referral. The class will be taught by an alumni .Class will take place once a week and is free to families. But if families want to donate they can. Will probably cap it at 15.00 and any money raised will be put towards our family emergency fund. This fund has been used by quite a few BRCPS families who've been impacted by fire over the years.

It is critically important that we continue to look at ways to engage and connect with families that are outside of the typical.

A Board member shared that, through her work, she has a partnership with converse and has received donations of brand new converse. She could possibly see about maybe 20 pairs of sneakers being donated for families in need.

A Board member also shared that her student dancers do community service projects; They've sponsored a family in need and could possibly sponsor a BRCPS family.

VI. Accountability Update

A. Accountability Update

We received our MCAS data, it was publicly released yesterday at noon. The HOS recommended that we, the Board, discuss this at the next Board meeting. We haven't had enough time to conduct a full review or any kind of comparative analysis.

C.Beckhused and K. O'Keeffe reviewed our accountability plan and the goals we had around that for last year.

Our accountability plan is a 5 year plan. Our first measure is that at least 50% of students will meet or exceed growth targets on Iready for Ela and Math.

And this past school year we met that target for both reading and math, which was very exciting.

The next measure was each year 75% of teachers receiving targeted coaching and professional development around social emotional learning will increase by at least 30% between pre and post assessments by implementing second step and restorative justice practices.

We did not meet that target as only 89% of the individuals who responded had higher ratings and not enough of them were at least 30% higher. That was partially because of the way the survey was designed and partially around our coaching was a lot more focused on instructional practices as opposed to SEL practices last year. But we are looking at that measure more closely already for this year.

The next measure is all students having designated time in their daily schedules to receive interventions, enrichment with targeted instruction based on data. We met that target, that was due to the efforts of our WIN block and all our data collection and instruction.

The next 2 measures are around our subgroups, that we've been focusing on, looking at our data. So each year the number of students with disabilities who meet or exceed their growth targets will increase by 5. And so, using the school year 2019 as the baseline of 45% increasing by 5 each year. We did not meet that target for our students with disabilities.

We did see a greater than 5% increase over the previous year, but not enough to really get us to follow along that trajectory of 5% each year.

The next measure is our English Language Learners meeting or exceeding that growth target increasing by 5 and that percentage of students was actually the same as the previous year. So we did not meet that target as well.

The next measure is at least 80% of teachers participating in PD focused on instructional practice will find that the training they received positively impacts their capacity to provide targeted instruction for diverse learners based on surveys.

The next is that in addition to 40 hours of collaborative planning time, 100% of teachers will participate in biweekly meetings focused on use of data driven differentiated instruction for all learners ,including students with disabilities, English learners and advanced learners. We met that measure as well.

The next 2 measures we also met. These are about dissemination. So the first one is, we share elements of the school counseling and social emotional learning model with at least one Massachusetts public school or district by hosting representatives here at the Renaissance.

We met that target.

The second one is that Renaissance shares elements of school counseling and social emotional learning model in collaborative settings, like conferences or various communities of practices. We also met that target.

For the MCAS School Accountability report. We have been identified as a school needing targeted support . The reason for that is we had a low student group performance. Our students with Disabilities group was below the tenth percentile. Overall our progress towards meeting the targets that get set every year was 43%. So of the points we can earn for meeting targets that are set by DESE, we earned 43% of those points.

Our Academic Leadership team is meeting today to look into a lot more data. We're going to look at individual grade levels, we'll look at the subgroups. We'll look at growth over

time. How students have performed on different standards over time and be able to really identify and name the standards and skills that we have seen strengths and growth in, but really focus on where we still are needing a lot of support and change in instructional practices.

VII. Development Update

A. Development Update

Jack Moynihan, Director of Development, presented an update regarding The BRCPS Gala in 2024. The Gala will take place on May 18, 2024. We have framed this as a night among stars, playing off of the school logo and brand.

We're working out details in terms of the reception and cocktails, entertainment etc. We are in conversations right now with a potential auctioneer. We have secured 2 important pieces. We will be honoring Dr. Michael Curry ,the President & CEO of the Massachusetts League of Community Health Centers and also a past BRCPS parent. Our Master of ceremonies is going to be Todd Kazakiewich, Anchor from WCVB channel 5, another friend of the school.

We are in the process of printing the packets that will be going out ,probably next week, to past and future donors. We have a great designer that we've commissioned to work with us here.

We have sponsorship opportunities that we've laid out. We're developing treatments for all of our social media. The save the date notification is in process..We've identified 335 potential sponsor opportunities. They will receive packets and we will be following up with individual phone calls to all of those potential sponsors.

Also, be on the lookout for any auction ideas .There will be a silent auction and a live auction. Probably no more than 4 to 6 items on the live auction. For the live auction that is typically a vacation, Stay weekends, golf foursomes.,things like that. We've reached out to the Bruins, Celtics, Red Sox, Patriots, and area colleges for donations for the silent auction. The marketing piece is going well.

VIII. Strategic Plan Update

A. Strategic Plan Update

ESC will host a kickoff meeting with the steering committee in the next few weeks. As part of their work, they will interview some Renaissance stakeholders to get input regarding the future direction of BRCPS.They would like for 2 board members to be a part of the committee.

We talked about that a little bit before, but again,if anyone's interested in serving on the committee please let Ms. Buckmire know.

IX. Governance & Nomination

A. Parent Board Member Nomination

A. Buckmire made a motion to made a motion to Nominate Cheryl Barrett as Parent Board member.

M. Gardner seconded the motion.

A. Buckmire introduced prospective board member Cheryl Barrett to join the board as the brcps Parent Rep Board member. Cheryl has a son in the second grade. She has been an active, engaged parent and a member of the Parents of Renaissance Committee (POR.) Cheryl does a great job engaging with other parents and she was part of our interview committee for the CAO position.

Cheryl Barrett: Thank you so much for that introduction. I have a son, who is in the second grade. This is our third year with the Boston Renaissance family, and I wouldn't change anything. I love the staff and I've loved being a part of the POR. I'm definitely happy to be involved in the board. I look forward to meeting everyone in person and learning.

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

Roll Call

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

X. Board Member Annual required documents for DESE

A. Board Member Annual required documents for DESE

Reminder Please complete your annual required documentation from DESE. An Email from DESE was sent to your BRCPS email address.

XI. Committee Updates

A. SY 24 committee meeting dates

Need to set and confirm the committee meetings for this year. We're not changing any of the chairs of the committees. We're keeping all of the same general information as it was previously.

K. Kernizan has agreed to join the facilities committee.

A list of committee meeting dates are on the BRCPS website The list is also attached.

The Finance Committee always meets the day before the Board of Trustee meeting, that's not going to change. The Academic committee is the only committee that has to meet 5 times during the school year, and then the other committees just on the off months of the board meeting.

At this time the only conflict is the academic meeting needs to be moved to October.

Please notify Ms. Warwick 48 hours before any dates and time changes.

XII. Closing Items

A. Adjourn Meeting

B. Keith made a motion to Adjourn the meeting.

M. Gardner seconded the motion.

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

Roll Call

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:54 AM.

Respectfully Submitted,
B. Keith

Documents used during the meeting

- BRCPS Draft Audited Financial Statements.pdf
- BRCS Auditor Exit Presentation.pdf
- BOT Update Sept 20.pdf
- 9.20 BoT data and assessment update.pdf

- Board Committee Meeting Schedules SY23-24 - Google Docs.pdf