

APPROVED



# Boston Renaissance Charter Public School

## Minutes

### Board of Trustee meeting

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#### Date and Time

Wednesday September 21, 2022 at 8:00 AM

#### Location

[Join Zoom Meeting](#)

[brcps-school.zoom.us/j/834873428...](https://brcps-school.zoom.us/j/834873428...)

ID: 83487342895

passcode: 261303

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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. Engerman (remote), K. Cherry (remote), M. Gardner (remote), R. Clarke Jr. (remote), S. Dibinga (remote)

#### Trustees Absent

K. Williamson

#### Trustees who arrived after the meeting opened

K. Cherry

#### Guests Present

A. Emery (remote), D. Warwick (remote), Devin K. Morris (remote)

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#### I. Opening Items

A.

### **Record Attendance**

K. Cherry arrived at 8:27 AM.

### **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 21, 2022 at 8:07 AM.

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

Brian Keith thanked everyone for attending. We're excited about the new school year and excited to also introduce at this meeting a new board member nominee, whom we will discuss and vote on today.

## **II. Approve Minutes**

### **A. Approve Minutes**

Motion to approve the minutes from Board of Trustees Meeting on 05-18-22.

Ms. Buckmire noted a correction to the academic update section, Ms. Gardner will update the minutes.

Ms. Emery noted a correction to the Finance update section, Ms. Gardner will update the minutes.

May 18, 22 meeting minutes will be resubmitted, after adjustments, and will be reviewed and voted on at the next Board meeting.

The motion did not carry.

## **III. Head of School Update**

### **A. Head of School Update**

It's been a good start to the school year. Kicked off with an incredible Family Day. We had a great turnout, hundreds of families attended. We had a Cookout with vendors and partners in attendance, including a police ice cream truck, the Greater Roslindale Health Center and Origination performed. Family day allows an opportunity for families to meet their teachers prior to school starting and see the classrooms. It builds a sense of community. We were featured in the Dorchester news.

We have updated our COVID protocols, we are mask optional. The BPHC recommended anytime we come back from a break to wear masks for 10 school days. The school has updated our COVID protocols based on the recommendations from The BPHC.

For those who didn't see it, we were featured on Channel 5 Last week. Ms. Buckmire was contacted by Todd Kazakiewich from Channel 5, for 'back to school features'. The piece came out very nice.

We are in the process of piloting 2 different math curriculum. We updated literacy curriculum as well as interventions in Literacy. We are in year 2 of 3 in the DESE Multi-Tiered System of Support (MTSS) academy. Through the academy this year we are doing leadership workshops and offering a Universal Design for learning (UDL) Grad course to our staff. We are continuing with our coach from the academy who provides on site observations, feedback and support.

Through ESSER funds, we have hired a Math consultant/Coach who will be looking at our math adoption and our math instruction through the UDL lens. We are doing benchmark testing now. We are heavy into curriculum and instruction, including our WIN groups ('What I need '). Based on regular assessment cycles ,students will move in and out of these groups, for 'what they need', in terms of Math and ELA for intervention and/or acceleration.

We are continuing our DEI work this year. We put together a 13 member committee. The committee is responsible for reviewing DEI data collected throughout the years. We have a survey that will be sent to staff and families and then shared with the committee. The committee will create a multi year DEI plan for our school

One of our biggest challenges at the start of the school year has been traffic on Hyde park Ave. The congestion is mostly at dismissal but eventually smoothes out. We also have more parents driving than before .

Please note, we will have the return of the Mentoring Breakfast, which will be November 17th, 8:30 - 10:30 . Please check your email for the invitation and put it on your calendar.

Brian asked if Board members can invite people. Yes, please do invite people. Invitations via email went out yesterday.You can send information to Ms. Buckmire, so we can get in touch with a formal invitation and match the mentor to the mentee.

We have a new AMAZON SMILE account for our school, where you can select us as a charitable organization when you shop. Ms. Buckmire will email the information to the board.

Brian asked if standardized testing is back to normal? Yes, everything is back to normal. We have embargoed MCAS results which will be shared at the next Board meeting in November.

#### **IV. Governance & Nomination**

##### **A. Vice Chair**

Brian Keith shared that we do not currently have a Vice Chair. Brian will come to the next Board meeting with a nomination.

##### **B. Kevin Cherry Treasurer Nomination**

B. Keith made a motion to Nominate Kevin Cherry as Board Treasurer.

A. Buckmire seconded the motion.

Given Kevin's background, it would be a good idea and fit for Kevin to be our treasurer. Kevin is expected to attend this meeting late but he has accepted the nomination verbally with Brian Keith. Kevin shared with Brian that if nominated he would be excited to accept the position as Treasurer. Kevin was our former CFO at BRCPS when we sold the old building and bought this site and built our school. He has tremendous knowledge of our school. Prior to BRCPS he did finance work at BPS. Kevin currently works as CFO of Uphams Corner Community Health center. He is a long time non-profit financial professional

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

##### **Roll Call**

R. Clarke Jr. Aye

**Roll Call**

K. Williamson Absent  
B. Keith Aye  
S. Dibinga Aye  
K. Cherry Absent  
A. Buckmire Aye  
C. Engerman Aye  
M. Gardner Aye

**C. New Board member Nomination for Devin K. Morris**

A. Buckmire made a motion to Nominate Devin Morris as new Board member.

S. Dibinga seconded the motion.

Ms. Buckmire introduced Devin to the Board. Devin is a co-founder of The Teachers Lounge (TTL.) He is a former educator, he has experience with working with Charter Schools, with MCPSA. He attended Boston Renaissance mentoring breakfasts and has experience with our choir. He is invested in the Boston Renaissance.

*Note: KEVIN CHERRY JOINED THE MEETING*

Devin shared he is excited to be here and gave a brief update of his background and interest in being a board member. He is currently the Co-founder and Executive Director of The Teachers lounge (TTL,) a non profit organization that does work to recruit, revitalize and retain educators of color throughout the greater Boston area and beyond. Devin has worked with families from all over the Boston area and beyond, including Randolph, Mattapan and Brookline. It is here where he heard from students and families talking about their experiences and their family engagement at the Boston Renaissance Charter School. The board **VOTED** to approve the motion.

**Roll Call**

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

**V. Renaissance Email**

**A. Renaissance Email**

Please use your BRCPS email for all BRCPS communication.

Please let our IT director know if you need any help with your email access. The state has your BRCPS email and will email you directly with notices and required state documents. Please make it a habit to check your email every week or two.

**VI. Board Member Annual required documents for DESE**

**A. Board Member Annual required documents for DESE**

The required DESE documents were mailed to all board members directly from the state to your BRCPS email. The documents were sent in May and we have a few that are still outstanding. If you have any difficulties you can request a new email

link if your link has expired. Brian will take care of his form today and will work to ensure other board members have taken care of their documents.

## VII. Finance Update

### A. Finance Update

Audit started 2 weeks ago. So far there have been no adjustments, no findings and nothing of concern. A. Emery is expecting a draft by the end of the week. We did end the year at a 5 million surplus but do want to point out that 2.3 of that amount does represent our ESSA money. That money doesn't stay with us forever, we have thru 9/30/24 to spend the rest of it. So if you take out the ESSA money we have 2.7 of the 5 million that we would have ended the year with. Which is a little over what we projected. Nothing of concern.

### B. October Board meeting

We will need to schedule a board meeting to approve the Audit. Tentative date to meet is October 19th. The Auditors will come in and present the audit, then we can get it submitted to DESE. So far audit has gone smooth, haven't seen anything pressing, expect the meeting to take about 30 minutes. Also mentioned we should also add to the agenda nomination vote for Marjorie and Rocklyn. All board members agreed they will attend 10/19/2022 @ 8:00-8:30am.

### C. "Updated Procurement Policies and Procedures for Federal Grants"

B. Keith made a motion to approve the Updated Procurement and Procedures for Federal Grants Manual.  
K. Cherry seconded the motion.  
A. Emery shared there is really no change to this document, just documenting the process.  
The reason they are putting this in place is it has been updated with new links . This is a large doc, it outlines our process on how we go about purchases, within state and federal  
We do need to vote to approve this procedure document so it can be sent to DESE.  
.Kevin asked Is there anything in this manual that you want to highlight for the board? No .There is no change in our policy and procedure. The manual that we had wasn't referencing certain sections that DESE wanted to see.

A. Buckmire shared that The board voted on these policies a few years ago, this document has the updates.  
The board **VOTED** to approve the motion.

#### Roll Call

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

## VIII. Committee Updates

### A.

### **SY 23 committee meeting dates**

The board reviewed the list of all committees and proposed meeting dates and times. These are tentative dates. Try to stay with these if possible and meet every other month. Finance always meets the day before a board meeting.

A.Buckmire asked if we could confirm and reconfirm our committee members for this school year.

Brian will reach out to Kelly to confirm she wants to remain on her current committee's

#### *Final Committee members list for SY 22-23:*

Academic committee:

members: M. Gardner (chair), A. Buckmire, C. Beckhusen (non BOT member), K. O'Keefe (non BOT member)

Add S. Dibinga

Add D..Morris

Facilities :

members: C.Engerman (chair), K.Williamson, K. Cherry, D. Veale (non BOT member), A. Emery (non BOT member)

Add R. Clarke

Finance :

members: A. Buckmire , K. Cherry and A. Emery (non BOT member).

ADD B. Keith

Governance & Nomination: Remaining members: B. Keith and K. Williamson (Chair)

Add A. Buckmire

Add D. Morris

## **IX. HOS Evaluation SY22**

### **A. HOS Evaluation SY22**

Brian shared that the HOS evaluation has been completed but he didn't share it with the board prior to today's meeting.

Brain and A. Buckmire have reviewed it.

This will be reviewed and Brain will sign after the full board discusses at the next meeting.

Brain will send the evaluation to the board by the end of the day today.

A meeting will be held within the next week to get that evaluation reviewed and signed.

Alexandra B. shared she is once again requesting her salary be frozen. She has requested this be done in the past. Board will take HOS thoughts and concerns under advisement.

## **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 9:30 AM.

Respectfully Submitted,  
D. Warwick

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**Documents used during the meeting**

- BOT Update Sept 21 .pdf
- Devin K. Morris - Resume for BOT Sept 2022.pdf
- Federal Grants Manual - FINAL.pdf
- Board Committee Meeting Schedules SY22-23 - Google Docs.pdf