

APPROVED



# Boston Renaissance Charter Public School

## Minutes

### Board of Trustees Meeting

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#### Date and Time

Wednesday November 18, 2020 at 8:00 AM

#### Location

Join Zoom Meeting

<https://brcps-school.zoom.us/j/84512614254?pwd=WVJzby9ZaG9vajhXVnNzaCt5emhZQT09>

Meeting ID: 845 1261 4254

Passcode: 187101

One tap mobile

+13017158592,,84512614254# US (Washington D.C)

+13126266799,,84512614254# US (Chicago)

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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), E. Alphonse (remote), K. Williamson (remote), L. Colon (remote), M. Gardner (remote), R. Clarke Jr. (remote), S. Dibinga (remote)

#### Trustees Absent

F. Lowery

#### Guests Present

J. Moynihan (remote), P. Littlehale (remote)

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#### I. Opening Items

**A. Record Attendance**

**B. Call the Meeting to Order**

L. Colon called a meeting of the board of trustees of Boston Renaissance Charter Public School to order on Wednesday Nov 18, 2020 @ 8:06 AM.

**II. Welcome Faith Martin, BRCPS 4th Grade Teacher**

**A. Ellen's "Month of Giving Thanks"**

Faith Martin, a fourth grade teacher at the school, shared news about her winning a prize on the Ellen show for her amazing work with her students. She personally bought and delivered two books to each of her students, one of the books being of their personal choice. She has been interviewed by several news outlets. The Board thanks her for the commitment she has to making this transition to online learning for her students as smooth and thoughtful as possible.

**III. Approve Minutes**

**A. Approve Minutes for April 17, 2019 Executive Session**

L. Colon made a motion to approve the minutes from Board of Trustees on 04-17-19.

C. Engerman seconded the motion.

Motion passed with the following edit to be made: indication of which members were absent at the meeting. The board **VOTED** unanimously to approve the motion.

**B. Approve Minutes for April 26, 2019 Executive session**

L. Colon made a motion to approve the minutes from Board of Trustees on 04-26-19.

A. Buckmire seconded the motion.

Motion passed with the following edit: correction of typo at the end of paragraph 4, change to "comes from" The board **VOTED** unanimously to approve the motion.

**C. Approve minutes for Board of Trustees September 16, 2020 meeting**

L. Colon made a motion to approve the minutes from Board of Trustees Meeting on 09-16-20.

C. Engerman seconded the motion.

Motion passed with the following edit: under committee updates, Parents of Renaissance update - edit about family position being new; it is not a new position, just a new person in the role. The board **VOTED** unanimously to approve the motion.

**D. Approve minutes from September 25, 2020 Board Meeting**

L. Colon made a motion to approve the minutes from Board of Trustees Meeting on 09-25-20.

B. Keith seconded the motion.

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

**E. Approve minutes for Board of Trustees October 26, 2020**

L. Colon made a motion to approve the minutes from Board of Trustees Meeting on 10-26-20.

C. Engerman seconded the motion.

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

#### IV. Board Member Re-election

##### A. Board Re-election for Brian Keith

L. Colon made a motion to Vote Brian Keith for a second term as a board member.

A. Buckmire seconded the motion.

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

##### Roll Call

A. Buckmire Aye

S. Dibinga Aye

K. Williamson Aye

C. Engerman Aye

F. Lowery Absent

M. Gardner Aye

B. Keith Aye

E. Alphonse Aye

L. Colon Aye

R. Clarke Jr. Aye

#### V. Head of School Update

##### A. Head of School Update

###### A. Buckmire Presented

The school received a directive from Governor Baker and the commissioner to open schools

Some of the highest need and supervised remote started this past Monday

The school is working on plan to start hybrid, the tentative date is Jan 19th

Updated survey to families that goes out next week to see what they're thoughts are about doing hybrid instruction

Charters have submitted poll information on what they're planning

E. Alphonse: How do you teachers feel about this?

M. Gardner: Teachers have been doing excellent work with remote teaching. They have been able to supply students with everything they need.

K. Williamson: What about teachers who are uncomfortable returning to school?

A. Buckmire: We have tried to match those who are comfortable with hybrid instruction according to their comfort level. We are ensuring safety protocols are in place and are supplying people with PPE and making sure HVAC system up to standards

We have applied for and been approved for Phase I of the Abbott BinaxNOW Rapid Point of Care COVID-19 testing through DESE. These tests are available free of charge for symptomatic staff and students. I have also been in communication with the Department of Public Health about the potential of the warehouse being used as a Mobile Testing site.

The Lower School launched the "WIN" (What I Need) block. Its initial launch is in first and second grade through six week cycles of learning, monitoring growth through mini assessments, and adjusting instruction/groupings based on the information gathered from the data.

Teachers and specialists have been collecting data through our beginning of the year assessments with students one on one on Zoom to ensure that we have up to date data for use on progress reports and report cards as well as (and most importantly) our planning and implementation for students.

## **VI. Finance Update**

### **A. Finance Update**

#### **P. Littlehale Presented**

#### **Q1 Financials**

- Everything is green except percentage of program paid by tuition
- Deficit is 400k but overall in a very strong financial position
- Balance sheet is strong in terms of cash position
- Liabilities - accrued payroll
- Bond debt is less
- Fringe benefits are tracking on budget
- Nutrition costs are down because we're not serving as much food
- We anticipate will be positive for the fiscal year and not negative
- COVID grants - 2 expire in December 2020, put in expense reimbursement for that - will be reflected in next round of reimbursement; one of the grants can be rolled over to FY 2022

## **VII. Committee Updates**

### **A. Parents of Renaissance**

R. Clarke: Looking forward to the survey to families to see their thoughts on hybrid instruction.

### **B. Academic Excellence**

#### **Presented by Academic Committee (C. Beckhusen and M. Gardner)**

- Powerpoint slides with data assessment presented to the Board
- Have been using iReady, a diagnostic assessment, which has been remote due to COVID (not working live with teacher; independent)
- DIBELS: reading fluency assessment & phonic screeners were done one on one via zoom or google meet with teachers
- Teachers are looking at all of the data for their students to see what they need to do for instruction

L Colon: Does data take into account change in environment?

C Beckhusen: We ask teachers to look at DIBELS to get a better idea (one on one) to take into account these environmental changes

- iReady numbers are not drastically different - the numbers this year are typical to scores that have been seen in the fall

#### **Lower School:**

- Lower School has used the data to create small groups in each classroom - so students can get focused attention on their needs during WIN (What I Need) block.
- Teams are currently calibrating assessments to be used for all students to ensure equitable data collection
- Data collection is ongoing during WIN group cycles, so groups can be flexible based on student needs

#### **Upper School:**

- Upper School has used the benchmarking data to understand the range of skills within each class and begin planning for differentiation of instruction, asynchronous assignments/tasks, and assessments
- Based on benchmarking data, students with the most significant needs are receiving additional small group time with their teacher or a specialist during asynchronous time in their schedule
- Bi-weekly ELA and Math assessments on Illuminate to track student progress in relation to Standards Interim assessments (ELA - 11/4 & Math 11/18) to gather baseline data for setting end of year growth targets

**C. Governance & Nomination**

B. Keith: The Committee met and discussed succession planning for school leadership and within the board as well. The committee will have a succession plan draft for the board to review by March 2021.

**D. Facility**

C. Engerman: The committee toured the new site. HVAC units have been updated and maintained; controllers have been installed. No major issues with facility right now. The school is being disinfected on a daily basis.

**E. Development**

**J. Moynihan Presented**

- We are working on implementing a best practices operation, from prospect development to building a donor base.
- Monique Taylor has joined the development team. Everyone is excited about the work to be done.
- We signed up with Bloomerang, a donor management system. It is taking a lot of work and we are in the process of building it. It will allow us to build and track our donor base and do prospect development on the platform.
- We are trying to do our first appeal around Giving Tuesday.

**VIII. Board Action Planning**

**A. Board Action Planning**

The Board decided to finalize our action planning by meeting on December 11th from 8-9:30am.

**IX. 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 10:30 AM.

Respectfully Submitted,  
L. Colon

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**Documents used during the meeting**

- HOS Update November 2020.pdf
- Q1 FY21 Financials 11 12 2020.pdf

- BoT Data November 2020 .pdf