

MEETING MINUTES

Name of Foundation: Renaissance Charter School, Inc.
Board Meeting: September 6, 2013
School(s):

| | |
|---|---|
| Duval Charter School at Arlington | Renaissance Charter Middle School |
| Duval Charter School at Bay Meadows | Renaissance Charter School at Chickasaw Trail |
| Duval Charter High School | Renaissance Charter School at Cooper City |
| Duval Charter School at Westside | Renaissance Charter School at Coral Springs |
| Governors Charter Academy | Renaissance Charter School at Hunters Creek |
| Hollywood Academy of Arts & Sciences | Renaissance Charter School at Palms West |
| Hollywood Academy of Arts & Sciences MS | Renaissance Charter School at Plantation |
| iVirtual League Academy | Renaissance Charter School at Poinciana |
| Keys Gate Charter High School | Renaissance Charter School at St Lucie |
| North Broward Academy of Excellence | Renaissance Charter School at Summit |
| North Broward Academy of Excellence MS | Renaissance Charter School at Tradition |
| Renaissance Charter School | Renaissance Charter School at University |
| | Renaissance Charter School at West Palm Beach |

The minutes of Sunshine Law meetings need not be verbatim transcripts of the meeting. These minutes are a brief summary of the events of the meeting.

| Date: | Start | End | Next Meeting: | Next time: | Prepared by: |
|---|----------|---------|---------------|------------|--------------|
| 9.06.13 | 12:30 PM | 1:50 PM | 11.01.13 | TBD | M. Schrader |
| Meeting Location: | | | | | |
| Renaissance Charter School at Summit, 2001 Summit Blvd, West Palm Beach, FL 33406 | | | | | |

| Attended by: | |
|---|--|
| Ken Haiko, Chairman Dennis Clark, Vice Chairman John O'Brien, Director Thomas Wheeler, Director Absent: Peggy Wells, Treasurer | Melissa Schrader, Governing Board Coordinator, CSUSA Matthew Ingram, Governing Board Coordinator, CSUSA April Williams, Regional Director David McKnight, Regional Director Myrna Laine-Hyppolite, Sr. Director of FP&A, CSUSA Tikkitra Mizell, Financial Analyst, CSUSA Richard Ross, Sr. Financial Analyst, CSUSA Jennifer Turner, Principal, DCSA Teresa Brown, Principal, DCSB, DCHS Jennifer Whitford, Principal, DCSW Adriane Peters, Principal, GOV Donte Fulton-Collins, Principal, HAAS & HAASMS Rachel Freitag, Principal, iVirtual Jackson Self, Principal, NBAE & NBAEMS Paul Thompson, RECS & RMCS Nate Mariano, Principal, CHIC Daniel Verdier, Principal, COOP Mark Hage, Principal, RCSCS Vanessa Suarez, Principal, HUNT Sharon Brannon, Principal, PALM Lori Butler, Principal, RCSP Jodi Evans, Principal, POIN Chandra Glenn-Phillips, Principal, RCSSL Arelis Cardona-Hilaire, Principal, SUMM Stacy Schmidt, Principal, TRAD LaShonda White, Principal, UNIV Donna Paolini, Principal, WEST Zoie Saunders, Manager of Strategic Planning, CSUSA Meredith Ross, Education Data Analyst, CSUSA |

CALL TO ORDER

Pursuant to public notice, the meeting commenced at 12:30 p.m. with a Call to Order by Chairman Haiko. Roll call was taken and quorum was established.

I. ADMINISTRATIVE

Approval of Minutes from June 14, 2013

- Chairman Haiko asked the Board to review the minutes from June 14, 2013 and note any changes. The minutes stand.

Motion made by Mr. Clark with a second by Mr. O'Brien to approve the Minutes from June 14, 2013. The motion was approved 4-0 (1 absent).

Approval of Minutes from July 25, 2013

- Chairman Haiko asked the Board to review the minutes from July 25, 2013 and note any changes. The minutes stand.

Motion made by Mr. O'Brien with a second by Mr. Wheeler to approve the Minutes from July 25, 2013. The motion was approved 4-0 (1 absent).

II. FINANCE

FY13 Q4

- Mr. Ross presented The Renaissance Charter School, Inc. FY13 Q4 Financial Review for RECS, NBAE, NBAEMS, RCSSL, DCSA. The Total Student Enrollment Budget for the five schools is 4,009 with an Actual Student Enrollment at 3,967.
- The Summary of Changes In Fund Balances was reviewed by Mr. Ross. The Total Beginning Balance as of 7/1/2012 for RECS, NBAE, NBAEMS, RCSSL, DCSA was \$3,710,987 with a Total Ending Balance as of 6/30/2013 was \$4,279,078.
- Mr. Ross presented The Renaissance Charter School, Inc. FY13 Q4 Financial Review for HAAS, HAASMS, KGCS, DCSB, DCHS and RCSCS. The Total Student Enrollment Budget for the five schools is 4,779 with an Actual Student Enrollment at 4,750.
- The Summary of Changes In Fund Balances was reviewed by Mr. Ross. The Total Beginning Balance as of 7/1/2012 for HAAS, HAASMS, KGCS, DCSB, DCHS and RCSCS was \$4,675,770 with a Total Ending Balance as of 6/30/2013 was \$3,874,767.
- Mr. Ross presented The Renaissance Charter School, Inc. FY13 Q4 Financial Review for CHIC, GOV, POIN and WEST. The Total Student Enrollment Budget for the four schools is 2,598 with an Actual Student Enrollment at 2,351.
- The Summary of Changes In Fund Balances was reviewed by Mr. Ross. The Total Beginning Balance as of 7/1/2012 for CHIC, GOV, POIN and WEST was \$0 with a Total Ending Balance as of 6/30/2013 was \$1,932,132.
- Mr. Ross presented The Renaissance Charter School, Inc. FY13 Q4 Financial Review for iVirtual, RMCS, UNIV, RCSP and COOP. The Total Student Enrollment Budget for the five schools is 3,067 with an Actual Student Enrollment at 3,003.
- The Summary of Changes In Fund Balances was reviewed by Mr. Ross. The Total Beginning Balance as of 7/1/2012 for iVirtual, RMCS, UNIV, RCSP and COOP was \$168,996 with a Total Ending Balance as of 6/30/2013 was \$1,178,884.

- Mr. Ross presented The Renaissance Charter School, Inc. FY13 Q4 Financial Review for iVirtual, RMCS, UNIV, RCSP and COOP. The Total Student Enrollment Budget for the five schools is 3,067 with an Actual Student Enrollment at 3,003.
- The Summary of Changes In Fund Balances was reviewed by Mr. Ross. The Total Beginning Balance as of 7/1/2012 for iVirtual, RMCS, UNIV, RCSP and COOP was \$168,996 with a Total Ending Balance as of 6/30/2013 was \$1,178,884.

Motion made by Mr. Wheeler and seconded by Mr. Clark to approve the FY13 Q4 Financials for RECS, NBAE, NBAEMS, RCSSL, DCSA, HAAS, HAASMS, KGCS, DCSB, DCHS, RCSCS, CHIC, GOV, POIN, WEST, iVirtual, RMCS, UNIV, RCSP and COOP. The motion was approved 4-0 (1 absent).

iVirtual Amended FY14 Budget

- Ms. Laine-Hyppolite informed the Board that the FY14 Budget for iVirtual needed to be amended due to enrollment changes and provided a revised Comparative View Budget FY14 Sheet to reference.
- The previous Approved Budget for Enrollment was set at 40, but was revised to 20.

Motion made by Mr. O'Brien and seconded by Mr. Wheeler to accept the changes to the Amended iVirtual FY14 Budget. The motion was approved 4-0 (1 absent).

III. OLD BUSINESS

- Chairman Haiko gave opportunity for anyone on the call to make an announcement for Old Business. No announcements were made.

IV. NEW BUSINESS

SIP Overview

- Ms. Zoie Saunders gave a brief overview of the Florida School Improvement Plan (SIP) for Renaissance Charter School, Inc.
- She informed the Board that SIP is used as an annual accountability system for Florida public schools.
- Ms. Saunders stated that the Plan was developed by School Advisory Council with input from parents and other stakeholders and that the Plan outlines the school's annual academic goals along with action plans to achieve goals and professional development.
- Ms. Saunders informed the Board that the SIP's are not required for all charter schools, but is required to do so if a Charter Contract stipulates compliance with the District SIP Process and if a Charter School receives a school grade of D or F.
- Ms. Saunders informed the Board that each school that receives D or F must send a draft of SIP to the Charter Office for review prior to the final SIP submission deadline. She also informed the Board that the Principal and a governing Board Member must present the plan to the district/sponsor for approval at a date and time determined by the district/sponsor.
- Ms. Saunders stated the Schools who require a SIP based on the 2012-2013 School Grade including CHIC, WEST, POIN and DCSA.
- Ms. Saunders stated that she will gather more information regarding SIP presentation dates.

FCAT School Grades Overview

- Dr. Meredith Ross presented the FCAT and Florida School Grade Review 2012-2013 to the Board.
- Dr. Ross summarized the State and District Comparisons for Reading, Math, Writing and Science for DCSA, DCSB, DCHS, GOV, HAAS, HAASM, KGCHS, NBAE, NBAEM, RECS, RMCS, CHIC, COOP, RCSCS, WEST, RCSP, POIN, RCSSL and UNIV.
- Dr. Ross summarized the school's percent proficiency in 2011-2012 and 2012-2013 school years for DCSA, DCSB, DCHS, HAAS, HAASM, KGCHS, NBAE, NBAEM, RECS, RMCS, RCSCS, RCSP and RCSSL.
- Dr. Ross reported the School Grade Components for 2012-2013 school year including HAAS, HAASM, NBAE, NBAEM, COOP, RCSCS, RCSP, UNIV, KGCHS, RECS, RMCS, DCHS, DCSA, DCSB, GOV, CHIC, POIN, WEST and RECSSL.

Elect Parent Facilitator

- Mr. Haiko informed the Board that the Parent Facilitators need to be appointed.

Motion made by Mr. Clark with a second by Mr. O'Brien to appoint the following individuals at each of the Schools to represent the Parent Facilitator for their School:

1. DCHS - Ms. Teresa Brown
2. DCSA- Ms. Jennifer Turner
3. DCSB- Ms. Teresa Brown
4. DSCW- Ms. Jennifer Whitford
5. GOV- Ms. Adriane Peters
6. HAAS- Ms. Donte Fulton
7. HAASMS- Ms. Donte Fulton
8. KGCHS- Ms. Corinne Baez
9. NBAE- Mr. Jackson Self
10. NBAEMS- Mr. Jackson Self
11. CHIC- Mr. Nathan Mariano
12. COOP- Mr. Daniel Verdier
13. RCSCS- Mr. Mark Hage
14. HUNT- Ms. Vanessa Suarez
15. PALM- Ms. Sharon Brannon
16. RCSP- Ms. Lori Butler
17. POIN- Ms. Jodi Evans
18. SUMM- Ms. Arelis Cardona-Hilaire
19. TRAD- Ms. Stacy Schmit
20. UNIV- Ms. LaShonda White
21. WEST- Ms. Donna Paolini
22. RCSSL- Ms. Chandra Glenn-Phillips
23. RECS- Ms. Ana Cordal
24. RMCS- Ms. Ana Cordal

The motion was approved 4-0 (1 absent).

2013-2014 Board Meeting Schedule

- Ms. Schrader presented the drafted 2013-2014 Board Meeting Schedule to the Board.
- Mr. Haiko asked the board to review same and advise of any schedule conflicts.

Motion made by Mr. Wheeler with a second from Mr. O'Brien to approve the 2013-2014 Board Meeting Schedule. The motion was approved 4-0 (1 absent).

ESOL / Out of Field Waivers / Agreement to Earn Forms

- Ms. Schrader read the names of the teachers who are currently teaching out of field / ESOL / Agreement to Earn Forms for approval including: Jason Smith, Caitlin Zaros, Lidice Arguello, Monica Haramboure, Lilia Negron, Lisette Cruz Farina, Irene Noel, Keya Lowe, Karlee Moshier, Janelle Wright, Christopher Mattox, Genelle Felix, Heather Bendana, Judy Jorge, Nicole Madore Hadland, David Bergman, Glenda Martinez, Maribel Isaza, Beatriz Reynaldos, Paul Gerry, Kamal Nebhrajani, Maribel Montes, Alexis Epstein, Nicholas Carton, Christopher Cabrera, Abdiela Sanz, Mayra Burnett, Christine Boyolt, Richard Benavides, Toni Thompson, Chloe Kendall and Jason Balner, Cynthia Miller, Erin Woodard, Daniela Contreras, Benita Graham, Janika Brice, Nicole Hollis and Tiffany Herren.
- Mr. Wheeler inquired about the ESOL and Out of Field Waiver process and due dates for completion. He emphasized the importance of teachers completing their tasks for approval of the above in a timely manner.

Motion made by Mr. O'Brien with a second by Mr. Clark to approve the ESOL, Out of Field Waivers and Agreement to Earn forms. The motion was approved 4-0 (1 absent).

V. SCHOOL REPORTS

Duval Charter School at Arlington

- Ms. Turner gave an oral report to the Board and stated she plans to submit a report for the next meeting.

Duval Charter School at Bay Meadows

- Ms. Brown reported enrollment of 1286 with budgeted enrollment of 1280.
- Currently there is a staffing position open for a MS language arts teacher.
- Ms. Brown updated the Board on her Leadership Training and Leading Edge Candidates. She also reported on professional development topics and PTC updates.
- Ms. Brown highlighted recent community and PTC activities.

Duval Charter High School

- Ms. Brown reported enrollment of 360 with budgeted enrollment of 375.
- Currently there is a staffing position open for a HS social studies teacher.
- Ms. Brown updated the Board on her Leadership Training and Leading Edge Candidates. She also reported on professional development topics and PTC updates.
- Ms. Brown highlighted recent community and PTC activities.

Duval Charter School at Westside

- Ms. Whitford reported enrollment of 652 with budgeted enrollment of 661.
- Currently there is a staffing position open for a music teacher.
- Ms. Whitford updated the Board on her Leadership Training and Leading Edge Candidates. She also reported on professional development topics and PTC updates.
- Ms. Whitford highlighted recent community and PTC activities.

Governors Charter Academy

- Ms. Peters reported enrollment of 725 with budgeted enrollment of 812.
- Currently there are no open staffing positions.
- Ms. Peters updated the Board on her Leadership Training and Leading Edge Candidates. She also reported on professional development topics and PTC updates.
- Ms. Peters highlighted recent community and PTC and extra-curricular activities.

Hollywood Academy of Arts & Science and Hollywood Academy of Arts & Science MS

- Ms. Fulton reported total elementary enrollment of 983 and total middle enrollment of 442 with totaling 1425 with a total budgeted enrollment of 1435.
- Currently there are no open staffing positions.
- Ms. Fulton updated the Board on her Leadership Training and Leading Edge Candidates. She also reported on professional development topics and PTC updates.
- Ms. Fulton highlighted recent community and PTC activities.

iVirtual League Academy

- Ms. Freitag reported enrollment of 18 with budgeted enrollment of 75.
- Ms. Freitag highlighted recent Monthly Updates such as the SIP and professional development topics.

Keys Gate Charter High School

- Mr. McKnight reported total enrollment of 1141 and budgeted enrollment of 1125.
- Currently there are no open staffing positions.
- Mr. McKnight updated the Board on his Leadership Training and Leading Edge Candidates. He also reported on professional development topics and PTC updates.
- Mr. McKnight highlighted recent community and PTC activities.

North Broward Academy of Excellence Elementary

- Mr. Self reported total enrollment of 678 and budgeted enrollment of 675.
- Currently there is a staffing position open for a 2nd grade teacher.
- Mr. Self updated the Board on his Leadership Training and Leading Edge Candidates. He also reported on professional development topics and PTC updates.
- Mr. Self highlighted recent community and PTC activities.

North Broward Academy of Excellence Middle

- Mr. Self reported enrollment of 333 with budgeted enrollment of 345.
- Currently there is a staffing position open for a 6th grade reading teacher.
- Mr. Self updated the Board on his Leadership Training and Leading Edge Candidates. He also reported on professional development topics and PTC updates.
- Mr. Self highlighted recent community and PTC activities.

Renaissance Elementary Charter School

- Mr. Thompson was present in place of Ms. Cordal. He reported total enrollment of 918 and budgeted enrollment of 910.
- Currently there are no open staffing positions.
- Mr. Thompson updated the Board on Leadership Training and Leading Edge Candidates. He also reported on professional development topics and PTC updates.
- Mr. Thompson highlighted recent community and PTC activities.

Renaissance Middle Charter School

- Mr. Thompson was present in place of Ms. Cordal. He reported total enrollment of 450 and budgeted enrollment of 450.
- Currently there are no open staffing positions.
- Mr. Thompson updated the Board on Leadership Training and Leading Edge Candidates. He also reported on professional development topics and PTC updates.
- Mr. Thompson highlighted recent community and PTC activities.

Renaissance Charter School at Chickasaw Trail

- Mr. Mariano reported total enrollment of 887 and budgeted enrollment of 924.
- Currently there are no open staffing positions.
- Mr. Mariano updated the Board on Leadership Training and Leading Edge Candidates. He also reported on professional development topics and PTC updates.
- Mr. Mariano highlighted recent community and PTC activities.

Renaissance Charter School at Cooper City

- Mr. Verdier reported total enrollment of 1080 and budgeted enrollment of 1080.
- Currently there is a staffing position open for a MS Spanish teacher.
- Mr. Verdier updated the Board on Leadership Training and Leading Edge Candidates. He also reported on professional development topics and PTC updates.
- Mr. Verdier highlighted recent community and PTC activities.

Renaissance Charter School at Coral Springs

- Mr. Hage reported total enrollment of 1391 and budgeted enrollment of 1385.
- Currently there are no open staffing positions.
- Mr. Hage updated the Board on Leadership Training and Leading Edge Candidates. He also reported on professional development topics and PTC updates.
- Mr. Hage highlighted recent community and PTC activities.

Renaissance Charter School at Hunters Creek

- Ms. Suarez reported enrollment of 692 with budgeted enrollment of 776 and informed the Board that the numbers have changed since submitting this report.
- Ms. Suarez updated the Board on her Leadership Training and Leading Edge Candidates. She also reported on professional development topics and PTC updates.
- Ms. Suarez highlighted recent community and PTC activities.

Renaissance Charter School at Palms West

- Ms. Brannon reported enrollment of 720 with budgeted enrollment of 773.
- Currently there are no staffing positions open.
- Ms. Brannon updated the Board on the Leading Edge Candidates. She also reported on professional development topics and PTC updates.
- Ms. Brannon highlighted recent community and PTC activities.

Renaissance Charter School at Plantation

- Ms. Butler reported enrollment of 873 with budgeted enrollment of 900.
- Currently there are no staffing positions open.
- Ms. Butler updated the Board on the Leading Edge Candidates. She also reported on professional development topics and PTC updates.
- Ms. Butler highlighted recent community and PTC activities.

Renaissance Charter School at Poinciana

- Ms. Evans reported enrollment of 902 with budgeted enrollment of 926.
- Currently there is an open staffing position for a MS technology teacher.
- Ms. Evans updated the Board on the Leading Edge Candidates. She also reported on professional development topics and PTC updates.
- Ms. Evans highlighted recent community and PTC activities.

Renaissance Charter School at St. Lucie

- Dr. Glenn-Phillips reported enrollment of 1253 with budgeted enrollment of 1290.
- Currently there is an open staffing position for a long term technology sub.
- Dr. Glenn-Phillips updated the Board on the Leading Edge Candidates. She also reported on professional development topics and PTC updates.
- Dr. Glenn-Phillips highlighted recent community and PTC activities.

Renaissance Charter School at Summit

- Ms. Cardona-Hilaire reported enrollment of 645 with budgeted enrollment of 661.
- Currently there is an open staffing position for an ESE teacher.
- Ms. Cardona-Hilaire updated the Board on the Leading Edge Candidates. She also reported on professional development topics and PTC updates.
- Ms. Cardona-Hilaire highlighted recent community and PTC activities.

Renaissance Charter School at Tradition

- Ms. Schmit reported enrollment of 733 with budgeted enrollment of 795.
- Currently there are no open staffing positions.
- Ms. Schmit updated the Board on the Leading Edge Candidates. She also reported on professional development topics and PTC updates.
- Ms. Schmit highlighted recent community and PTC activities.

Renaissance Charter School at University

- Ms. White reported enrollment of 1173 with budgeted enrollment of 1174.
- Currently there is an open staffing position for an elementary technology teacher.
- Ms. White updated the Board on the Leading Edge Candidates. She also reported on professional development topics and PTC updates.
- Ms. White highlighted recent community and PTC activities.

Renaissance Charter School at West Palm Beach

- Ms. Paolini reported enrollment of 702.
- Currently there are open staffing positions for an additional ESE teacher, math coach, art teacher and custodian.
- Ms. Paolini updated the Board on the Leading Edge Candidates. She also reported on professional development topics and PTC updates.
- Ms. Paolini highlighted recent community and PTC activities.

VI. OPEN FORUM

- Chairman Haiko gave opportunity for anyone attending the meeting to make an announcement for Open Forum. No announcements were made.

VII. ADJOURNMENT

Motion made by Mr. O'Brien with a second by Mr. Wheeler to adjourn the September 6, 2013 Renaissance Charter School, Inc. Governing Board meeting. The motion was approved unanimously.



Ken Haiko, Chairman

Date: 11.8.13