

## Meeting Agenda for February 26<sup>th</sup>, 2019

Renaissance Collegiate Academy-Board Meeting Tuesday, February 26<sup>th</sup>, 2019

7:00pm

**Location:** Agape Worship Center International, 424 Lee Road, Columbia SC 29229

**Commencement Time:** 7pm

### 1.Meeting Opening

#### 1.1 Welcome

**Mr. Gilchrist called the meeting to order. Roll call was taken aloud to let the attendee on conference call recognize who was in the room.**

#### 1.2 Roll Call

**Stephen Gilchrist, Hugh Harmon, Arthar Bush, Veronica Reynolds, Tracey Tucker, Angelena McFadden, Ms. Declouetsmith (via conference call), Lashandra Hubbard. Bishop Collins (Community Leader and Partner was present.)**

#### 1.3 Previous Minutes

**Chairman Gilchrist asked if anyone had any questions concerning the accuracy of the previous meeting minutes and that this was the opportunity to share or proffer a motion to accept the previous meeting minutes as presented. Mr. Arthar Bush made a motion to accept the presented previous minutes, and Ms. Reynolds seconded that motion. The Board voted unanimously (7 yeas to 0 nays) that the previous minutes should be accepted as presented.**

#### 1.4 Review of the School's Mission and Vision

**Chairman Gilchrist then reviewed section 1.4 (Review of the School's Mission and Vision) and reiterated the importance of keeping our mission and vision before us so that as we discussed and made decisions about funding, vendors and what we believe to be the general needs of the school, understanding the alignment to mission and vision is important.**

#### **Mission**

The mission of Renaissance Collegiate Academy is to provide ALL children regardless of their backgrounds, or socio-economic status with the academic foundation and ambition to earn a college degree and pursue a career. Through the transformation of students into scholars, we intend to produce critical thinkers, innovators, life-long learners and thought leaders of the next generation for whom college is a next step.

Consistent with the purpose of charter schools in South Carolina, Renaissance Collegiate Academy intends to employ flexible and innovative ways of educating children within the public school system to close the achievement gaps between traditionally low performing student groups and high performing student groups. Through providing increased learning opportunities

for traditionally underserved students, Renaissance Collegiate Academy will assist South Carolina in reaching academic excellence for all children.

### **Vision**

The reason why we exist is to ensure that matriculating eighth grade students are fully prepared for the demands and opportunities of a rigorous secondary school of their choice. The preparation that scholars will receive at RCA will greatly increase their academic and career aspirations, and positively affect the social, cultural and economic trajectory of families in the midlands, and ultimately the communities in the Northeast Columbia areas that we serve. Scholars will graduate with the academic skills, social-emotional skills and character strengths that rival the outcomes of the best schools in the country. Thus, Renaissance Collegiate Academy ensures that – at each grade level prior to the eighth grade year – all scholars are firmly and measurably on the path to success in high school and ultimately college.

#### 1.5 Review of the School's Goals

**Goal #1**-Renaissance Collegiate Academy will assist South Carolina in reaching academic excellence.

**Goal #2**-Renaissance Collegiate Academy will improve student learning as evidenced by individual student learning gains on a school administered nationally normed assessment. (MAP/NWEA)

**Goal #3**-Renaissance Collegiate Academy will increase learning opportunities for students as evidenced by the results from annual student and parent climate surveys.

**Goals #4**-Renaissance Collegiate Academy will establish new forms of accountability for schools, as evidenced by the school's sound financial management practices and results.

## **2. Matters of Decision**

2.1 Hiring and Staffing-Method of making offers to prospective staff members that have gone through the hiring process.

**Mr. Harmon discussed the hiring process and its steps. It was indicated that the outline of the Hiring Process was included in the Draft Board Handbook and that it should be reviewed. It was explained that it is a meticulous process but indicative of an attempt to align with school mission and vision. Candidates will be taken through a 5-step process beginning with a resume review, followed by a telephone interview, and then an in-person interview. This would be followed by Lead Teacher candidates and Teaching Assistant candidates being asked to perform an abbreviated lesson demo, as well as present the anticipated lesson plan to go with their demo. All candidates that make it to the final stage will be invited to a team luncheon to discuss the vision and the mission of the school in greater detail.**

2.2 Negotiated services from Richland School District 2

**We have still not received any response from Richland School District Two about negotiated services. A letter of inquiry and invitation was sent to the district leadership and there has yet to be a response. All board members were cc'd in the correspondence and a decision was made to follow-up with a certified letter. Some board members suggested we should be seeking to find out what**

typically school districts offer the sponsoring schools so that our ask is in alignment with the norm. Mr. Gilchrist proffered that he had some details on what Richland 2 would be willing to do based on their past experience of partnering with the local alternative charter school.

### 3. Matters for Discussion

#### 3.1 Update on School Facilities

Bishop Collins explained the progress of the building add-on project. The expansion work at the church is almost complete. The original architect for the current construction of the church and their current educational space is no longer certified to do work in the State of South Carolina. We discussed what options that we would have with regard to getting the necessary plans to the OSF portal for approval for occupancy. We discussed the opportunity for our team to meet with OSF and the State Superintendent's Office to talk about the requirements for plans that need to be submitted to OSF.

#### 3.2 Report on CSP Grant Implementation Phase

Mr. Harmon explained and led a discussion on our new CSP budget and the review process, and the various vendors that we would be working with in this phase were discussed. It was highlighted by the board that our marketing budget should be reflective of both grassroots efforts and mass media so as to ensure that people are hearing about Renaissance both by word of mouth and by the various modalities available to reach the community such as local radio-WFMV, KISS FM, the BIG DM, B106FM etc. We also discussed setting up television interviews and television ads with WLTX and WISTV.

#### 3.3 Scale and scope of the Grades we want to have in YEAR ONE

Mr. Harmon went over the stipulations outlined in our charter to serve K thru 1<sup>st</sup> grade only in year one, but also the great interest in the community for us to add on grades all the way up to 6<sup>th</sup>. As applications have begun coming in we discussed the fact that some parents and families are of the notion that we will be serving both elementary and middle school at the outset. It was suggested that we be mindful of the need to get our systems in place first before we seek to wear ourselves thin serving too many different grades and not doing the best job we can possibly do. Several of the board members stated that they believed that was the downfall of many charter startups is that they seek to serve to wide a group of clients in terms of grades without truly measuring the work involved to establish culture and academic climate. Mr. Harmon also pointed out that it would be wise to avoid the state testing grades in our first year just because of the added accountability that would bear on us in our first year and after only having those state tested grades of students for one year. We decided that we would play it by ear as the applications continued to come in but at least think of amending our charter to include up to 2<sup>nd</sup> grade to at least satisfy the needs of more parents.

#### 3.4 Key developments toward opening...

- a. Curriculum Scope and Sequence Development-K-2<sup>nd</sup> grade is almost complete

Mr. Harmon gave some feedback on the progress of the work of our Curriculum Consultant team at Schermco. They have been working diligently to develop a document that is a scope and sequence aligned to the school's master calendar that outlines the key standards that ought to be covered per unit in alignment to the South Carolina READY standards. Schermco is developing a digital document that has lesson plans, lesson resources, unit plans and all other auxiliary helps that teachers would need to ensure that we are operating in ELA, Math, Social Studies and Science using the framework of the Core Knowledge Curriculum, for Math in particular we will be using the Achievement First Math Program and as an overarching approach to instruction across the grade levels we will be borrowing heavily from the Success Academies model of NYC which is due to their focus on our model of delivering a Classic Education learning environment. Schermco has completed approximately 90 percent of the curriculum alignment and has been checking weekly with Mr. Harmon. We discussed the likelihood of adding grades so that we would align with our enrollment projections if needed.

b. Facilities and DOT final approval is still pending.

See section 3.1 for discussion on Facilities.

c. Registration numbers

Mr. Harmon presented a report based on the information in SchoolMint Inc. our enrollment software program, as of this meeting we have the total number of registrants per grade as follows....

K-45, 1<sup>st</sup> Grade-20, 2<sup>nd</sup> Grade-22, 4<sup>th</sup> Grade-14, 6<sup>th</sup> Grade-23, 7<sup>th</sup> Grade-6

### 3.5 Fundraising Plan

Mr. Gilchrist reconvened the meeting and shifted the discussion to that of the need for all hands on deck of the Board to be in the community soliciting fundraising support for the school. Angelena Mc Fadden suggested that Mr. Harmon puts together a fundraising folder equipped with brochure, business cards, brief summary of the mission and vision and a letter of solicitation with levels of support to allow community business owners and such to be ongoing supporters of our school. The Board agreed with that approach and it was decided that we would have a draft of that packet available for the next meeting. Mr. Gilchrist also reiterated his call for all of the Board members to think of how they can commit to making some tangible contributions either personally or through the efforts of the companies and organizations that they are members of or work for.

## 4. Matters for Noting

4.1 District Two Letter asking about negotiated services has not yet received a response.

4.2 Business cards for Board Members are available/Tri-Fold Pamphlets as well as a Fundraising Letter has been drafted.

Mr. Harmon explained that the components of the fundraising packet were actually completed in draft form but that he did not have any hard copies to share at the meeting but would have them available at the next board meeting.

## 5. Meeting Finalization

5.1 Review actions to be taken

5.2 Next meeting-**Tentatively scheduled for week of March 19<sup>th</sup>.**

5.3 Meeting close