

## Meeting Minutes

Renaissance Collegiate Academy-Board Meeting Tuesday, August 7, 2018

7:30pm

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

**Commencement Time:** 7:30pm

### 1. Meeting Opening

- 1.1 Welcome
- 1.2 Roll Call
- 1.3 Previous Minutes/Review Past Charter Application Activity

**Meeting was called to Order** by Chairman, Stephen Gilchrist.

**Opening Prayer** was given by Bishop Vincent Collins, Agape Church

**Attendance Roll Call:** Veronica Reynolds, Art Bush, Iashandra Hubbard, Stephen Gilchrist, Laura DeClouetsmith, Bishop Vincent Collins, Dr. Florene Fulks, Angelena Hubbard, Rita Artemus

### 2. Matters of Decision

- 2.1 Planning for Board Retreat-Training
- 2.2 Determine the next official Board Meeting

Discussion was raised concerning the importance of having a Board Retreat, Mr. Gilchrist opened by explaining that the Board Training was a vital part of the process of development of a Charter School because it's proper governance with a focus on fiduciary responsibility with tax payer monies was important. Mr. Harmon added that as part of the CSP Grant Funding process we wrote into and were stipulated to write into the budget an allocation for Board training. A tentative date of the weekend of September 13<sup>th</sup> was suggested as the best time for this retreat to be held. Research would be done on the most relevant presenters and a location will be determined as well.

**Next official board meeting** was planned tentatively for Tuesday, August 21, 2018, although some expressed concern that it is one day before the first day of school.

### 3. Matters for Discussion

- 3.1 Update on Charter Development Process
- 3.2 Update on the Planning and Implementation Grant Process
- 3.3 Determine who will sit on the actual final board of the school
- 3.4 The responsibility of Board membership

First, a motion was put forward to accept Glenice Saddler's resignation from the Board. We commented about her invaluable work throughout the process and how we hope to work with her with future endeavors but expressed regret that her other professional duties would prevent her from being able to serve officially on our board. Her official letter of resignation to the Chairman was distributed to be placed on the record. Veronica Reynolds forwarded the motion, and it was seconded by Mrs. Hubbard. There was a unanimous vote taken for the acceptance of the resignation.

Secondly, there was a motion to empower Mr. Harmon, the Executive Director of the School to make recommendation to the board about the various vendors and services needed to be completed in the planning and implementation year budget. Ms. McFadden forwarded the motion and Ms. Declouetsmith seconded that motion. There was a unanimous vote taken for the acceptance of the resignation.

An update was given on the journey from date of the charter being approved until now with a special focus on the CSP Grant process, and we ended with the news that we were also approved for a CSP Grant for planning totaling \$248, 000. Copies of the Planning Grant Budget was distributed to the Board with instructions that this was a confidential document that should not be shared with others. We went over portions of the budget to clarify for the Board exactly what was required in terms of specificity and the allowable expenses. It was explained by Mr. Gilchrist that the grant is a reimbursable grant and thus it would require us procuring services and obtaining invoices for work done from groups or vendors by a bidding process.

We discussed our facilities search and development plan, and at this stage Bishop Collins from Agape Church expressed that the Agape Church's Educational facility expansion project was on the way, and that they were prepared to contract with Renaissance Collegiate Academy to occupy the space upon its completion at least for the first five years of the school's existence, or until expansion would be necessary. Groundbreaking is scheduled for late-August, early-September and the 8000 square foot facility with classrooms, common areas and additional space for playgrounds would be completed by January 2019. We also discussed an additional satellite space in the Summit that is available for immediate occupancy to begin an afterschool tutorial program that would serve as an incubator for future students that would enter Renaissance Collegiate Academy when the doors open in the Fall of 2019.

#### **4. Matters for Noting**

4.1 Tentative Date and Location for Board Retreat

4.2 Tentative Planning Year Calendar of Key Events

The tentative dates of the Board Retreat were decided as September 13<sup>th</sup>-15<sup>th</sup>, and the location was still not decided. We discussed and gave a broad overview of the important calendar of key events that must be met in the planning year. In the next board meeting a calendar will be distributed and each board committee will be tasked with a particular benchmark that must be achieved.

#### **5. Meeting Finalization**

5.1 Review actions to be taken

5.2 Next meeting

5.3 Meeting close

Action steps relative to planning the Board Retreat, the time, date and location of the next board meeting was finalized—August 21, 2018, at 7pm, and the meeting was adjourned.