

APPROVED



Rochester Academy Charter School

Minutes

Board Meeting

Date and Time

Friday April 28, 2017 at 6:00 PM

Location

Latta Rd

Trustees Present

D. Calder, J. Santos, K. Crawford, M. Gedemenli, M. Guler, W. Middleton

Trustees Absent

Y. Bilgic

Trustees who arrived after the meeting opened

K. Crawford

Guests Present

D. Ozcan, M. Demirtas

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

M. Gedemenli called a meeting of the board of trustees of Rochester Academy Charter School to order on Friday Apr 28, 2017 at 6:16 PM.

C. Approve Minutes

M. Guler made a motion to approve minutes from the Board Meeting on 03-17-17 Board Meeting on 03-17-17.

J. Santos seconded the motion.

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

II. "Housekeeping" agenda items

A. Board meeting RSVPs, school emails, letter to staff, spokesperson

Board members should be sure to respond to the Board Meeting RSVP.

Should we all be using our school email addresses for school business?

Demir will verify that all members have school emails and we will transition over the next two months.

Mahmut will be the official Board Spokesperson.

Letters on official school business will sometimes be written by Mahmut and Mehmet, if there isn't time to get a full board response.

Review effective Board Meeting Guide lines.

K. Crawford arrived.

III. Finance, Facilities & Audit

A. Financing Companies Evaluation for RACS' Future Projects

Demir reviewed options for expanding our facilities--new middle school and high school gym.

Over the next five years we will be saving 1.5 million.

We need to find a solution for our future growth and infrastructure needs.

We will need 100% financing for these two projects (banks require at least 20% down, which we do not have at the moment).

Adding a gym will expand our ability to offer athletics for our students.

American Charter Development and Charter Schools Development Corporation both offer 100% financing for charter schools.

Brief Conference Call with Robert Giordano, Senior VP of American Charter Development.

Provide both Financing and Building.

They provide all of the funding.

Very flexible financing options (e.g., terms of lease/buy).

Charter Schools Development Corporation provides similar services.

Brief Conversation with Mark Zezel, Assistant Vice President Charter Schools Development Corporation.

Has access to substantial funding resources and various offices around the country.

Provide loans for acquisition and construction.

Credit enhancing programs for loans (e.g., as guarantors).

Provide lease to own options.

Offer development options.

Do not provide their own building services but work with local builders and provide construction management services.

B. Water Quality Test

Water quality testing has been completed for the middle school but haven't been reported yet. Once we have the report we will come up with a mitigation plan for both buildings.

C. Copy Machine Lease Quotes

Copy machines have been problematic: current company (Ricoh) has offered a new plan (newer machines at higher cost).

We have three quotes; Xerox, Canon, and Ricoh.

Xerox has offered to buy out our current lease.

Xerox will replace machines for repeated failures.

Finance committee recommends the Xerox quote.

M. Gedemenli made a motion to Approve contracting with Xerox for our photocopy needs as per their quote.

J. Santos seconded the motion.

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

D. Mortgage Process Update

Closing will probably take place in June.

E. Financials

We have received 89% of our income and expended 70% of our budget.

The cafeteria construction has been delayed, and this is delaying the closing on the purchase of the building.

An architect who worked for us between Nov 2015 and March 2016 has claimed we owe him \$20k, although he originally quoted us (in March 2016) \$12k. Mehmet will discuss the issue with our attorney but the Board recommended that we pay no more than the original amount.

F.

Effective Financial Oversight Training for New Board Members

Dr. Crawford, as a new Board Member will need to take the Effective Financial Oversight training course.

IV. Academic Excellence

A. Director's Report

Current Enrollment is 350 students.

Accepted 20- 6th graders, accepted 50- 7th graders, accepted 5- 8th graders (7 waiting), accepted 20- 9th graders (12 waiting), no 10th graders (16 waiting), no 11th graders (6 waiting), no 12th graders (4 waiting)

Goals: 55 6th, 65 7th, 65 8th, 70 9th, 70 10th, 60 11th, 44 12th.

We will have to do some work on the middle school for the new 6th grade class; Land lord has requested that we share costs.

B. 2017-18 School Calendar

M. Guler made a motion to approve the new school calendar as proposed by Director Demirtas.

D. Calder seconded the motion.

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

C. Dean of High School Position

We need to create a new position of High School Dean.

Proposal is to hire an internal candidate and pay their tuition costs for taking a leadership program and have a transitional phase during which they continue as a teacher with a reduced load.

We will need to review the organizational structure of RACS to determine how best to make the transition to K-12.

V. Governance

A. Calendar of the year-the key work of the Board

Board Members should familiarize themselves with the Board On Track Board Calendar.

B. Strategic Planning Session-May 6 (Full Day)

We will be meeting for the Strategic Planning session next Saturday (6 May) all day.

C. SWOT Analysis- Each Committee submits its SWOT analysis

SWOT analysis will be a part of the Strategic Planning Session.

VI. 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 8:00 PM.

Respectfully Submitted,
W. Middleton