

APPROVED



# Rochester Academy Charter School

## Minutes

### Annual Board Retreat

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#### **Date and Time**

Saturday August 12, 2017 at 10:15 AM

#### **Location**

The Woodcliff Hotel, 199 Woodcliff Drive, Fairport, NY 14450 (585) 381-4000

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#### **Trustees Present**

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

#### **Trustees Absent**

*None*

#### **Guests Present**

D. Ozcan, M. Demirtas, Z. Ercan

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### **I. Opening Items**

#### **A. Record Attendance and Guests**

#### **B. Call the Meeting to Order**

J. Santos called a meeting to order on Saturday Aug 12, 2017 at 10:34 AM.

#### **C. Approve Minutes**

### **II. Review Open Meeting Law**

#### **A. Review Open Meeting Law**

Board members take the Open Meetings Pop Quiz-Results will be discussed at the next Board Meeting

BOT Representative reviewed General Principals of compliance with OML.

### **III. Board Assessments**

#### **A. Review and Discuss Board Assessments**

BOT Representative says that we are a thriving board, but that are still areas that we need to work on:

Questions

Outcomes-What can we be doing more of/better; How will we add value to our students

How do we define the highest level of success?

Build up board-more members, non-board members on committees

Previous governance experience

Board Recruitment

Committees Create Goals/Objectives

Goals should track to accountability/Charter

### **IV. Board On Track Training**

#### **A. General OKR overview and template for developing goals**

Committees:

Governance

Finance

Academic Success

CEO Evaluation

Development

Define Committee Responsibilities

OKRs:

Objectives-Operational and Aspirational

Key Results-Measurable

Tasks

How do we know we are successful?

Define metrics

Tasks are the things we need to do to achieve the result

Hire a part-time staff assistant to help with board responsibilities

We need to complete the board term information on BOT--helps to plan board recruitment

#### **B. LUNCH**

#### **C. Board On Track Training Session II**

OKR implementation can be undertaken as part of the Strategic Planning Exercise

Example of Community Outreach and Development:

Layout responsibilities of the committee

Job Description

Create 501C3-set up with an attorney

Objective:

Create and Maintain strong positive relationships with the community

KR:

Develop short and long term public relations strategy by x Date (ex. October Board Meeting)

Tasks:

Review and update PR plan as needed by next week

Committee meets before next board meeting

Present to Board

Review tasks at the end of every board meeting and what are the next steps

For strategic Planning we should establish a temporary committee to create the Strategic Plan

We should hire a strategic planning consultant

## **V. Strategic Planning**

### **A. Preparing for Strategic Planning**

Committees need to set goals on the OKR format

each committee should identify a non-board member member (for Oct. Meeting)

recruit new board members with legal and development experience

Joann and Bill will come up with a template for Strategic Plan for next board meeting

Board members should send their list of priorities to Joann and Bill

## **VI. Future Board Meeting Dates**

### **A. RACS Board Meeting Dates**

Third Friday of Every Month alternating between Genesee and Lata at 5:30

## **VII. 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 2:22 PM.

Respectfully Submitted,  
W. Middleton