APPROVED

# Rochester Academy Charter School

# Minutes

## Board Retreat

**Date and Time**
Saturday August 3, 2019 at 8:30 AM

**Location**
Woodcliff Hotel 199 Woodcliff Drive, Fairport NY 14450

**Trustees Present**
D. Calder, J. Santos, K. Crawford, M. Guler, W. Middleton, Y. Bilgic

**Trustees Absent**
*None*

**Guests Present**
D. Ozcan, Jennifer Aronson-Jocevski, M. Demirtas, M. Stevens

### I. Opening Items

#### A. Record Attendance and Guests

#### B. Call the Meeting to Order

W. Middleton called a meeting to order on Saturday Aug 3, 2019 at 9:00 AM.

### II. Board Assessments

#### A. Review and Discuss Board Assessments

The board assessment was reviewed. For the most part, answers seemed to be consistent among all members.  It was suggested that we forge ahead in recruitment of new trustees. The members were asked to recommend candidates that can come to the

committee meetings to be groomed to become board members. The board is looking for people that could represent areas of need, specifically legal and development. It was recommended that we share our accomplishments, for instance, being number 1 charter school in the area based on the US News rankings. Making a pamphlet was recommended so that members can share when they are in the community. Board Assessment questions were reviewed in depth when an area was low or inconsistent among members.

## III. Presentation by School Attorney Jennifer Aronson-Jovcevski

### A. Employee Handbook Review and Revisions

Our attorney shared her suggestions for changes and edits to the employee handbook. She went through the handbook to explain certain recommendations and edits for clarification. The board discussed negative media attention in a recent article in the Democrat and Chronicle.

## IV. Review Open Meetings Law

### A. Open Meetings Law

W. Middleton reviewed Open Meeting Law, definition and practices. The board discussed allowing people who wish to share comments at board meetings. They must advise the secretary ahead of time and a short period of time will be set aside at the beginning of every meeting. We are committed to transparency and openness.

## V. General Overview of Bylaws

### A. Bylaws

The bylaw document was reviewed. It was suggested that the document be reviewed by our lawyer to make sure everything is up-to-date. The board discussed that we should have at least 7 members. We reviewed when all current members' terms expire. A few items should be updated. It currently states meeting bi-monthly but we currently meet monthly. It states that the annual meeting is held in July. That should be changed to state it is held in August.

## VI. Future Board Meeting Dates

### A. RACS Board Meeting Dates and Committee Meeting Dates

Board meetings will be held on third Friday of every month for 2019-2020 school year. August 1, 2020 will be the date for the board retreat.

## VII. Strategic Planning

### A.

### Reviewing the Strategic Plan Updates

W. Middleton will work on getting the strategic plan into BoardOnTrack. M. Demirtas has been working through it with each committee. This is the year to implement some goals Restorative justice is a practice to make changes and have students be part of the solution by sharing their voices and working on healing. Changes will be made this year especially to reduce referrals.
Once the plan is in BoardOnTrack, we can track progress. K. Crawford volunteered to be on the Academic Excellence Committee.  C. Sampson will join the Governance Committee.

## VIII. Closing Items

### A. Adjourn Meeting

M. Guler made a motion to adjourn the meeting.
K. Crawford seconded the motion.
The team **VOTED** unanimously to approve the motion.
There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 1:10 PM.

Respectfully Submitted,
M. Stevens