Renaissance Public Academy
10 July, 2018 – Board Meeting

Minutes prepared by: Douhet Wilcox

Location: Maple Grove

Meeting called to order: 6:30
Meeting ended: 8:20

Attendance

<table>
<thead>
<tr>
<th>Name</th>
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<tbody>
<tr>
<td>Jeanna DeRisio</td>
<td>Anna Zimmer</td>
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<td>Douhet Wilcox</td>
<td>Brit Zimmer</td>
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<td>Vicki Helmig</td>
<td>Terry Muilenburg</td>
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Meeting Notes, Decisions, Issues

Consent Agenda:

We do not have the June minutes. We will vote on them next month.

Treasurer Report:

We’re still dealing with the accountants getting things caught up in our records.

We are looking at hiring a new accountant that will be easier to work with. Willamette Valley Accounting, LLC. We should be able to save 30% on our payroll expenses as well.

School and Staff Update:

Curriculum –We have just purchased 6th grade history books. 3rd grade curriculum will be purchased tomorrow. All curriculum is Core Knowledge.

Dress Code – Everyone wants the dress code simplified. We will use the teacher’s eight pillars of fashion. We recommend teachers dress professionally. We will vote on the final dress code at the work session.

Grants – The PEAK grant is funding the PE program. Measure 98 is funding the Student Success position. The PEAK grant is not completed yet. We need to finalize it by Friday to reimburse the school.

Consultant – It will be very helpful to have a consultant help get the office and school ready for school to start in August. The work will potentially be done by the 15th of August.

New Business:

We are in the process of hiring of new administrator. We are down to two people.

Our board has been invited to attend a meet and greet at the MRSD work session at 7:00 on the 26th of July.

Voting:

Vicki moved that we change our accounting to Willamette Valley Accounting. Terry seconded. All approved.

Vicki moved to use the PEAK grant money as designated in the grant. Jeanna seconded. We are moving to vote on this at a later time when more documentation is available.

Jeanna motioned to hire Kirstin as a consultant to the school to get everything ready for the start of school on the 27th of August. The list is attached. Kirstin will work until August 1st at which point she will meet with the new administrator and determine if further work is needed. Vicki seconded. All approved.

Vicki moved to hire Nicole Hans as our new administrator. Douhet seconded. All approved.
<table>
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<tr>
<th>Date: 24 July, 2018</th>
<th>Time: 6:00-7:30pm</th>
<th>Location: LDS Church</th>
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<td>Objective:</td>
<td>- Public Work Session</td>
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<th>Date: 14 August, 2018</th>
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<td>Objective:</td>
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<td>Objective:</td>
<td>- Public Work Session</td>
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<th>Time: 6:30 – 8:00 pm</th>
<th>Location: Maple Grove</th>
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**Kirstin Work Proposal**
Recruit and hire an administrator
Create a master schedule for the 2018-19 school year
Review all high school transcripts
Forecast students and send out schedules
Division 22 requirement - Create Individual Education Plans for each middle and high school student
State and Charter requirement- Create a TAG plan and identify and notify TAG students
Update Measure 98 data requirements
Update PEAK Grant requirements
Review Scope and Sequence and pathway to graduation
Develop Advisory Curriculum
Create a Professional Development Plan
Review Employee and Student Handbook
Review facilities and create a maintenance/repair plan
Develop safety and threat assessment plan
Advertise for new students, marketing
Create a "Year at a Glance" for new administrator
Organize a "Back to School Night" Organize office area