

RENAISSANCE LEARNING ACADEMY

Minutes of January 16, 2017 Meeting Board of Directors

A meeting of the Renaissance Learning Center's Board of Directors was held on January 16, 2017 at 1310 North Congress Avenue, West Palm Beach, FL. The meeting was called to order at 12:00 p.m.

Directors present at the meeting included: Dick Busto (President), Colette de Labry (Secretary), Jim Sappia, Hank Schmidt, Kyle Henderson, and Marlene Sotelo. Cyndee Zeck, Toby Honsberger and Michael Becker were present by invitation.

There were no public comments.

Michael Becker of Michael C. Becker & Co. presented the Independent Auditor's Report and audited financial statements of RLA for the fiscal year ended June 30, 2016. Dick Busto asked Mr. Becker if any deficiencies were noted or observed during the audit, and Mr. Becker confirmed there were not.

After discussion and a motion made by Kyle Henderson and seconded by Jim Sappia, the audited financial statements were approved.

The final budget for the year ended June 30, 2016 was also distributed and discussed. Thereafter, a motion was made by Kyle Henderson and seconded by Marlene Sotelo to approve the final budget. The final budget was approved.

Cyndee Zeck reviewed for the Board the financial report for the periods ended 10/30/2106, 11/30/2016 and 12/31/2016. As of 12/31/2016, the ending cash balance was \$537,332. As of 12/31/2016, deficiency of revenues over expenses was \$(18,460). Year to date, revenues were at 45% of budget, and expenses were at 46% of budget. On motion made by Jim Sappia and seconded by Hank Schmidt, the financial report was approved.

The Board reviewed the minutes from the prior meetings held on September 2 and October 27, 2016. After discussion and a motion made by Marlene Sotelo and seconded by Hank Schmidt, the minutes were approved

The need for adding additional Board members was discussed, and Dick Busto suggested that adding a director with a banking affiliation or experience may be helpful for RLA. Dick further emphasized that any new director should not be a parent of a student at RLA, in order to comply with Bylaws provisions requiring the Board be composed of at least 50% non-parents of enrolled students.

Toby Honsberger provided the Executive Director Report:

- While all of RLA's teachers are certified in ESE, not all are certified to teach in all high school subject matters. Such teachers may continue teaching at RLA if the Board specifically approves of such "out of field" teachers on an annual basis. Following discussion of this topic, and upon

motion made by Colette de Labry and seconded by Kyle Henderson, the following teachers were approved to be teaching "out of field" at RLA:

Mary Randolph
Caitlin O'Brian
Olivia Fleming
Maura Withington
Lindsey Mihalijevic
Alex Somerville
Jacqueline Perry
Adam Woods
Hannah Licameli
Kim Shwartz

- Toby explained the need for RLA to adopt a written enrollment policy, which specifically adopts a controlled open enrollment policy, and how openings will be filled with students residing within and without Palm Beach County. A proposed enrollment policy was distributed to the Board for discussion and review. A vote on adoption of the proposed enrollment policy was postponed until comments on the proposed policy are received from the Palm Beach County School District.
- A \$2,500 grant was received to assist in the construction of the Flatwoods sensory trail and park near the Els Center of Excellence.
- Two assistants and one vocational specialist were hired to replace three employees who departed.
- Construction meetings at the Els Center will be held to plan the move for RLA to the Els campus. The move is scheduled to occur soon after the school year ends; summer session is expected to occur at the Els campus.
- With respect to the TLC, the final sensory garden design is due by February 1, and the garden is slated to be completed by July 15, 2017.

Fundraising activities were then discussed. Vans/buses purchased through grants were scheduled for delivery in February. Received and pending grants were discussed, some of which were to be used in connection with RLA's food truck activities and related vocational training.

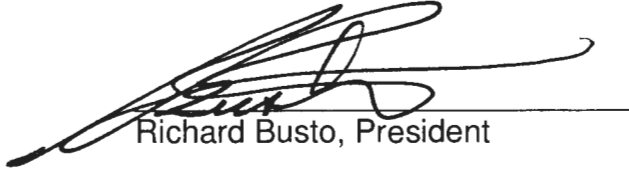
A list of upcoming events for 2017 was distributed to the Board. Dick Busto requested that all directors plan to attend the Matt Savage event taking place on March 31 at the Els campus.

Cyndee Zeck reported that new rules would be issued by the Palm Beach County School District concerning training and other compliance for new and existing Board members. Further details are forthcoming when available.

The next meeting is scheduled for February 23, 2017 at RLA in West Palm Beach at 12:00 p.m.

Upon motion made by Marlene Sotelo and seconded by Jim Sappia, the meeting was adjourned at 1:35 p.m.

Minutes of the meeting were kept by Colette de Labry.



Richard Busto, President