

APPROVED



**RIVER VALLEY  
CHARTER SCHOOL**  
*montessori made public*

## River Valley Charter School

### Minutes

#### RVCS Board Meeting

Agenda Meeting 303

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#### **Date and Time**

Wednesday October 18, 2023 at 7:00 PM

#### **Location**

2 Perry Way  
Newburyport, MA

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#### **Trustees Present**

A. Fields, A. Ting, C. Getz, C. Martin (remote), C. Whitford, D. Herrera, E. Bradley, E. Rankin, E. Seaton, K. Jackman, M. Connerton, N. Durkee, T. Murdy

#### **Trustees Absent**

E. Simone

#### **Ex Officio Members Present**

J. Evans

#### **Non Voting Members Present**

J. Evans

#### **Guests Present**

Gardians and students from Montessori Minutes, Rebekah Waterson

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## I. Opening Items

### A. Call the Meeting to Order

D. Herrera called a meeting of the board of trustees of River Valley Charter School to order on Wednesday Oct 18, 2023 at 7:02 PM.

### B. Record Attendance

### C. Montessori Minutes

7:10 Montessori Minute—Grace and Courtesy Overview from E2 classroom- Ali Fields and 4 E2 students

### D. Public Comment

### E. Approve Minutes

D. Herrera made a motion to approve the minutes from September Board and Committee Meetings.

DH made correction comments

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

## II. Director Report

### A. Director's Report

Director's Goals for 2022/2023 year- to review and file

D. Herrera made a motion to Approve and file the 2022-23 Director review.

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

Director's Goals for 2023/2024 Year

CW 1st motion

D. Herrera made a motion to Approve directors goals for 2023-24.

Discussion—

DH—Read out goals to encourage discussion (see October board packet for goals)

ER—Ask re: midyear review

DH- In January

EBI—Lofty goals, agreed and it

DH- Agreed large scope of goals, JLE will work to lean on her staff

ER—Repeatable?

DH- The will turn over and new goals will be inserted unless the goal needs to carry over

MC- Are the goals for the staff this formal

JLE- They are stated but not as formal

JLE—Focus groups will be during school hours to look at staff goals

DH- Remember that we are governance and not management so how she manages staff or plays out their goals that is not on the BOT.

JLE- Is there an expectation that there is accountability across classroom fall to JLE only  
ES—In the classroom experience or in the student outcome that we are looking to equalize.

Clarification— JLE was asking about tangible classroom experiences, no subjective equalization

MG—Framework for equality would be expected, right?

TM- is there any concrete framework that exists now?

JLE- Not formally

DH—triaging this to accountability as this would make the most sense to have that committee look into ways they can support this goal

2nd Motion DH

**VOTE**

Denise Herrera

Ken Jackman

Tanya Murdy

Meg Connerton

Elizabeth Rankin

Erin Bradley-Irose

Chris Getz

Albert Ting

Catherine Martin

Chris Whiteford

Nancy Durkee

Erin Seaton

**No:**

None

**Abstain:**

None

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

Director presented Report

**Director's report**

EBI-- JLE—updates/things she would like to highlight

JLE provided these--

“Practice drills” collaboration w/ local schools to ensure safety/transportation in the setting of emergency. Invisible to students but occurred Monday- Wednesday

Renewal visit – 6:20 – 6:30 on Monday

Visited ever classroom, meet with a focus group.

KJ- are there areas of enrollment that we are concerned about, specifically if there were a withdrawal at certain grade would it compromise enrollment numbers.

JLE- Waitlist is robust, but it is light is the middle school

ND- clarification re: backfilling in the past

JLE- Laws have changed

CW—asked about the updates re land around school

DH—Gave over overview of what the land not being protected wetlands means

### III. Development

#### A. Development Update

25th years of Montessori Made Public

Letter shared and plan on several strategic ways to ask over the next year outlined

### IV. Accountability

#### A. Update

8th grade across the board outperform sending district in all topics

DH—Accountability goal being discussed-- how to present accountable info in a dashboard way

AT- Remembering what KJ said at our last meeting- let's celebrate this—our graduates are consistently coming full circle in education and outperforming sending district students, over the last 4 years

### V. Finance

#### A. Review & Vote on Audit

D. Herrera made a motion to Approve the results if the audit as presented.

**VOTE** Accept results of 2023 Financial Audit

1st motion DH

Discussion

430,000 surplus

JLE—Due November 1st, assume central source will submit.

DH- This new process/Using Daniel Denis (v. AAF) was smooth and less stressful.

The only thing missing- comparison of other Charter's audit and how we compared to other Montessori schools

2nd motion CW

**VOTE** Accept results of 2023 Financial Audit

**YES**

Denise Herrera

Ken Jackman

Tanya Murdy

Meg Connerton

Elizabeth Rankin

Erin Bradley-Irose

Chris Getz  
Albert Ting  
Catherine Martin  
Chris Whiteford  
Nancy Durkee  
Erin Seaton

**No:**

None

**Abstain:**

Clarification CW—Set rate on our loan at 3.7% 2033 Rockland trust  
The board **VOTED** to approve the motion.

**VI. Committee on Trustees**

**A. CoT Update**

Midyear directors review in January, will be presented to the BOT February  
Recruiting process, how to do better and let us start this earlier w/ idea that our board has  
historically functioned best with 14 – 16 members  
Board and Community event-- Nov 16, 17 and 18.  
Times would be quick meal together between 5-6 and then the project until 8.

**VII. Other Business**

**A. Vote for Board On Track**

D. Herrera made a motion to Accept the request to purchase the Board on Track  
platform.  
Discussion opened  
DH—would need to add budget line items for finance \$11,000  
CW—Confirmed Finance committee would support this  
KJ- Discussed when we wanted our contract to be up here may be helpful to have it align  
with when we accept all tuition reimbursement to be in and available from a  
business/finance perspective.

Denise Herrera Ken Jackman  
Tanya Murdy  
Meg Connerton  
Elizabeth Rankin  
Erin Bradley-Irose  
Chris Getz  
Albert Ting  
Catherine Martin

Chris Whiteford  
Nancy Durkee  
Erin Seaton

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

**B. Change in Policy for FAMPFF -Allergy Policy**

D. Herrera made a motion to Approve the changes presented in the FAMPFF Policy.

Open discussion

ES- Requested to clarify what “two ind.” Are checking food

Several BOT members—clarified that this intentionally vague language and was consisted w/ language required by DESE

AT—No precipitate vent lead to edit of policy

EBI- 2nd motion

**YES**

Denise Herrera  
Ken Jackman  
Tanya Murdy  
Meg Connerton  
Elizabeth Rankin  
Erin Bradley-Irose  
Chris Getz  
Albert Ting  
Catherine Martin  
Chris Whiteford  
Nancy Durkee  
Erin Seaton

**No:**

None

**Abstain:**

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

**VIII. Closing Items**

**A. Public Comment**

Rebakah Waterson Grateful to have been here tonight, would like an extra effort to be made to invite the public to the BOT meetings as it was very helpful for her to see the process. Referred to letter she submitted to the board earlier in the week, was taken aback it was sent to all BOT members but appreciated the hopefully response. Hopes to attend more BOT meetings in the future.

**B. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:43 PM.

Respectfully Submitted,  
D. Herrera