

APPROVED



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

## River Valley Charter School

# Minutes

## Board of Trustees Meeting

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### Date and Time

Wednesday February 28, 2024 at 6:30 PM

### Location

River Valley Charter School, 2 Perry Way, Newburyport. Middle School Great Room

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### MISSION STATEMENT

The mission of the River Valley Charter School is to provide a rigorous academic program based on the Montessori philosophy and rooted in the history, culture and ecology of the Merrimack River Valley. Students will reach their full potential as scholars and become self-reliant, productive members of society. They will be adept at critical thinking and creative problem solving and will be fully prepared to succeed in future schools, careers and civic life.

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### Trustees Present

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

### Trustees Absent

*None*

### Trustees who arrived after the meeting opened

E. Rankin, E. Seaton

### Trustees who left before the meeting adjourned

E. Rankin, E. Seaton, T. Murdy

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## Guests Present

John "Jack" Coakley (remote)

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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 Feb 28, 2024 at 6:30 PM.

### B. Record Attendance

### C. Board Expectations

Printed, laminated on the table in front of in person board members.

### D. Public Comment

None

### E. Approve Last Board Meeting Minutes

E. Bradley made a motion to approve the minutes from Board of Trustees Meeting on 01-17-24.

C. Whitford seconded the motion.

Erin added hyper link and made spelling corrections

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

#### Roll Call

D. Herrera Aye

E. Seaton Absent

C. Whitford Aye

M. Connerton Aye

N. Durkee Aye

T. Murdy Aye

C. Getz Aye

C. Martin Aye

A. Ting Aye

E. Bradley Aye

A. Fields Aye

E. Rankin Aye

E. Simone Aye

## II. Montessori Minute

### A.

### **Montessori Minute**

**Andrew S.**-- Currently E2 co-teacher but has worn many hats at RVCS (insert applause).

Follow The Child-- a project assigned to each student instructions: present something you are interested in, materials you'll need and the steps to do it.

Two weeks of individualized creative expression project--

Jack-- Skateboard exploration w/ tec decks-- building his own mini skate part w/ hand tools only

Jovie-- baked dog treats and donate money to MSPCA

Sofie- made an on line newspaper

Lilly- wrote a book

Sam- made a graphic novel

Other students- created their own cook book; made a monopoly game w/ football theme; baseball bat from scratch; animation; rap songs/album; rock album; origami; making clothes; dance routine

### **III. Board Executive Session**

#### **A. Executive Session**

Minutes taken in separate document.

E. Seaton arrived at 7:25 PM.

#### **B. Left executive session at 7:26 PM**

### **IV. Board Business**

#### **A. Committee Roles & Responsibilities**

Individually reviewed; discussion of each committee descriptions, highlighting changes that were most significant

Language adjustment made so each committee description has the same titled references i.e) Chair, Vice Chair will be the decided language

COT-- will add edits to committee descriptions review/ask of review every 2 years; review of by laws every 5 years currently only as needed

### **V. EC Committee Business**

#### **A. Approve January EC Minutes**

C. Whitford made a motion to approve the minutes from Executive Committee meeting on 02-07-24.

E. Bradley seconded the motion.

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

#### **Roll Call**

C. Whitford Aye

**Roll Call**

T. Murdy Aye  
C. Martin Aye  
N. Durkee Aye  
D. Herrera Aye  
E. Bradley Aye  
A. Ting Aye  
A. Fields Aye  
C. Getz Aye  
E. Rankin Aye  
M. Connerton Aye  
E. Simone Aye

**VI. Director Report**

**A. Director's Report**

Highlighted POD work today with pictures- service project for our neighbor's table making season basket

**Director's report-- Lottery highlights--** alumni submitted applications for children :) which feels very reinforcing that experiences here are positive that those families return Start date of school has been proposed by the director 8/27/24 and will be voted on March BOT meeting

ES/AF-- Brought up potential for assessment access over summer-- kicked back to JLE as itis management

JLE-- Highlighted ways the school is working to meet nutritional needs of families that have been identified may have food insecurity issues

130 individuals responded to the survey sent to ascertain community interest in a free lunch program.

The cost to RVCS, after reimbursements, is dependent on participation numbers (and transportation costs). Transportation is a major hurdle as most food hubs are not near us.

We have a meeting set up with the Triton School District, the only district willing to have a real conversation about the potential of partnering.

Since our community doesn't currently meet Title 1, anyone who wants free lunch will need to fill out Meal Benefit Applications.

**GREAT NEWS:** On 2/16/24 we received the exciting news from the Charter School Office that RVCS was being renewed without conditions. This is great news for RVCS as each year since the charter was granted in 1999 has seen increasing accountability requirements.

**Finance and Facility Update Overview--**

- RVCS is working with an attorney to address the Easement Encroachment Offer received by Denise's Fine Desserts.

- RVCS was one of five finalists (for three grants) from Project Green Schools. We are asking for funds to support the Grounds Redesign Project.
- A grant has been submitted to the Amelia Peabody Foundation for grounds redesign funding as well. Other grant applications are in the pipeline but fingers crossed

## VII. Accountability Committee

### A. Approve Accountability Meeting Minutes

D. Herrera made a motion to approve the minutes from Accountability Committee Meeting on 02-05-24.

C. Whitford seconded the motion.

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

#### Roll Call

M. Connerton Aye

C. Martin Aye

A. Ting Aye

E. Bradley Aye

N. Durkee Aye

C. Getz Aye

T. Murdy Aye

C. Whitford Aye

E. Rankin Abstain

D. Herrera Aye

E. Seaton Aye

A. Fields Aye

E. Simone Aye

### B. Accountability Update

BoT Dashboard concept draft discussion-- awaiting proposal being finalized and will be available for

3-20-24 presenting at BOT

Parent survey also underway

T. Murdy left at 8:30 PM.

E. Rankin left at 8:30 PM.

## VIII. Development Committee

### A. Approve Development minutes

C. Getz made a motion to approve the minutes from Development Committee Meeting on 01-22-24.

E. Bradley seconded the motion.

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

## **B. Development Update**

March's theme will be Commitment (1 of the 8 C's) - Non competitive Read A Thon to take place in synch with Read Across America month. The recommendation is that the read a thon run for 2 weeks - same as NBPT with a Montessori spin on being all inclusive and really being about sharing time around a book. To celebrate the school's effort to do this--- maybe a school wide PJ day or pizza celebration.

Call to have all to have BOT members to attend Development Discussions.

Ground Re-design project-- Grant submitted, expect that focus on this will ramp up a lot in the coming weeks.

## **IX. Finance Committee**

### **A. Approve Minutes**

E. Bradley made a motion to approve the minutes from Finance Committee Meeting on 02-07-24.

C. Getz seconded the motion.

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

### **B. Finance Update**

Tuition revenue is expected to be \$5,177,000, which annualizes the 6 month data. The overall revenue number is expected to decrease by \$70,000 - \$90,000 below budget due to state funding rate changes.

Depreciation was budgeted at \$30,000 high and some savings are expected.

E. Seaton left at 8:43 PM.

## **X. Committee on Trustees**

### **A. Approve Minutes**

A. Ting made a motion to approve the minutes from Committee on Trustees Meeting on 02-07-24.

E. Bradley seconded the motion.

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

### **B. CoT Update**

Appreciation expressed for book closet and kitchen organization.

COT-- talked about how to get BOT members into the classroom to truly understand

Board Recruitment-- New Documents on board on track available for prospective

COT-- Board retreat at the end of the year 5/18 or 5/19

E. Rankin arrived at 8:55 PM.

### C. Board Survey

## XI. Executive Session

### A. Executive Session

Entering Executive Session at 9:00 pm

Came out of Executive Session 9:54 pm

D. Herrera made a motion to The Board chair must declare that an open meeting related to the screening process will have a detrimental effect in obtaining qualified applicants. If the full board does not create a Search Committee, then all subsequent search discussions and vote by the Board must be in open session.

C. Getz seconded the motion.

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

#### Roll Call

M. Connerton Aye

C. Martin Aye

E. Bradley Aye

A. Ting Aye

A. Fields Aye

E. Seaton Absent

E. Simone Aye

D. Herrera Aye

C. Getz Aye

T. Murdy Absent

N. Durkee Aye

E. Rankin Aye

C. Whitford Aye

## XII. Closing Items

### A. Public Comment

None

### B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:59 PM.

Respectfully Submitted,

D. Herrera

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### **Documents used during the meeting**

- RVCS BOT Development Committee Description 10.25.23.docx
- RVCS\_BOT\_Finance\_Committee\_Description.docx
- RVCS\_BOT\_Executive\_Comittee\_Description 12.15.23.doc
- RVCS\_BOT\_Comittee\_on\_Trustees\_Description\_27oct11.doc-1.pdf
- River\_Valley\_Charter\_School\_Accountability\_Committee\_2024.docx
- FEBR Director's Report to the BOT\_FEBR 2024 Meeting.pdf
- FY24 River Valley Charter School\_BudgetvsActual\_12.31.23.pdf
- FY24 River Valley Charter\_Balance Sheet\_12.31.23.pdf