APPROVED

River Valley Charter School

Minutes

Board of Trustees Meeting

Date and Time
Wednesday February 28, 2024 at 6:30 PM

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

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.

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

Guests Present
John "Jack" Coakley (remote)

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

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

Roll Call

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

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

B. Accountability Update

BoT Dashboard concept draft discussion-- awaiting proposal being finalized and will be aval 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 decease 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
E. Seaton	Absent
N. Durkee	Aye
E. Simone	Aye
D. Herrera	Aye
E. Bradley	Aye
C. Whitford	Aye
E. Rankin	Aye
C. Getz	Aye
C. Martin	Aye
T. Murdy	Absent
A. Ting	Aye
A. Fields	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

Documents used during the meeting

- RVCS BOT Development Committee Descritpion 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