

APPROVED



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

## River Valley Charter School

# Minutes

## Committee on Trustees Meeting

---

### Date and Time

Wednesday February 7, 2024 at 6:00 PM

### Location

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

---

River Valley Charter School welcomes your participation at Board meetings. The purpose of a public meeting of the Board of Trustees (“Board”) is to conduct the affairs of the organization in public. Your participation assures us of continuing community interest in our school and assists the Board in making the best decisions for our school. To assist you in the ease of speaking/participating in our meetings, guidelines are provided at the bottom of this agenda. All materials for all board and committee meetings, are available on our Board on track public portal found at [rivervalleycharter.org](http://rivervalleycharter.org).

---

### Committee Members Present

A. Fields, A. Ting, C. Getz, C. Martin (remote), E. Bradley

### Committee Members Absent

*None*

---

## I. Opening Items

**A. Record Attendance**

**B. Call the Meeting to Order**

A. Ting called a meeting of the Committee on Trustees Committee of River Valley Charter School to order on Wednesday Feb 7, 2024 at 6:03 PM.

## II. Committee on Trustees

### A. Update CoT committee description based on feedback recieved

No feedback was received from other Board members regarding the draft updated CoT committee description.

### B. Discussion: BoT Volunteer Event Recap and Future events

Both the kitchen organization/deep clean and E2 library organization was well received. Eight trustees participated on 1/31/2024.

Future Board team building suggestions:

- Bring back River Valley Views.
- Encourage all board members to participate in a classroom observations.
  - One person can observe per classroom. Observations last 20 minutes or more.
  - Perhaps classroom observation should be a requirement for all board members (consider part of orientation).
- Ali will organize the classroom observations
- Cathy will send an example observation policy
- Next event could be beautifying the strip of plantings that run along the front of the school.
  - "Bring a Flower and a Friend" event.
  - Target an April date.

### C. Discussion: Board Retreat Planning

Will suggest Saturday 5/18 or Sunday 5/19 for the Board Retreat

Invite/include Trustee-elects to the retreat

In the future, CoT will set the retreat date 2 years in advance, and participation on that date will be required by all Board members.

Past retreats have felt more productive when pre-work is assigned and completed before the retreat date. Could the new Elizabeth Slade book be part of the pre-work?

Understanding Montessori is the suggested topic

- Bring in speaker?
- Montessori immersion afternoon at RVCS?
- Learn more about Maria Montessori?

- How to have difficult board discussions (Role play)?
- Historical perspectives

Possible locations:

- Vesey Park?
- RVCS
- Other suggestions?

#### **D. Board recruitment planning**

Albert to create and share spreadsheet to keep track of potential new trustees.

Albert to send application materials to other CoT members

All prospective Trustees to apply in April, vote by BoT in May

Will target recruiting 3-4 new Trustees

Will ask Exec Committee for suggested areas of experience/ expertise needed.

### **III. Closing Items**

#### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:01 PM.

Respectfully Submitted,  
A. Ting

---

THE ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE Notice is hereby given that the order of consideration of matters on this agenda may be changed without prior notice.

REASONABLE LIMITATIONS MAY BE PLACED ON PUBLIC TESTIMONY The Board Chair reserves the right to impose reasonable time limits on public testimony to ensure that the agenda is completed.