APPROVED

River Valley Charter School

Minutes

July Board of Trustees Meeting

Date and Time
Tuesday July 23, 2024 at 2:30 PM

Location
This is a zoom meeting
https://nam12.safelinks.protection.outlook.com/?url=https%3A%2F%2Fus02web.zoom.us%2Fj%2F85943439401%3Fpwd%3DnCUB85aOzELX34AGgIii8wbLcvIL5Q.1&data=05%7C02%7Cdbaron%40burtonsgrill.com%7C5b23f732489d4547366608dc8fcfc9d7%7C19f3db8c5ae6418d871c94aec4420174%7C0%7C0%7C638543369816188690%7%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C0%7C%7C%7C&sdata=3Gx5cJHb3EPSt%2B7a8NcTeCsrvFQ6d0P59mlbkiSPNuA%3D&reserved=0

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

Trustees Absent
None

Ex Officio Members Present
K. Kuse (remote)

Guests Present
A. Wetmore (remote), B. MacQuade (remote), D. Mitchell (remote), J. Nickerson (remote), P. Ganley (remote)

I. Opening Items

A. Welcome

DHerrera welcomes the Board of Trustees to the first meeting of the 2024-2025 River Valley Charter School school year and acknowledges the new members present. She offers gratitude for their attendance and thanks them for their patience as their wait until the next meeting from DESE for their voting rights to be approved.

B. Call the Meeting to Order

D. Herrera called a meeting of the board of trustees of River Valley Charter School to order on Tuesday Jul 23, 2024 at 2:36 PM.

C. Record Attendance

D. Board Expectations

Denise read the statement listing the expectations of Trustee.

The River Valley Charter School Board of Trustees is committed to promoting a culture of accountability, integrity, and transparency. We expect our board members to demonstrate the highest level of ethical conduct and integrity in all aspects of their service. Board members must:

Act in the best interest of River Valley Charter School and its mission.

Attend board meetings prepared and on time.

Maintain an open mind and recognize the value of each board member’s input.

Contribute to meaningful discussions and decision-making processes.

Respect the opinions of other board members and show support for the majority's decisions.

Set a positive example of behavior.

Actively participate in fundraising activities and events.

Remain current on financial information and legal documents pertaining to the organization.

Respect the roles and responsibilities of other board members and staff.

Respect the confidentiality of board meetings and information shared by board members, as appropriate.

Avoid any form of discrimination or harassment.

Act with integrity and professionalism in all dealings with the school, its staff, and members of the community.

E. Public Comment

None.

II. Review Previous Board Minutes

A. Approve Last Board Meeting Minutes

E. Simone made a motion to approve the minutes from Board of Trustees Meeting on 06-05-24.
D. Herrera seconded the motion.
Erin corrected a typo.
The board **VOTED** to approve the motion.

Roll Call

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

III. Director Update

A. Director's Report

The audit, annual report, policies and procedures are in the works.

The school is full enrolled.

Looking for part time school psychologist, very part time Spanish teacher.

School lunch program is really exciting. The equipment, provided by grant money, has been dropped off. All dietary and allergy needs are being met; lunches and breakfasts are being provided. Extra meals are available for purchase.

ERankin - Can orders be placed the night before? KKuse - Triton says yes, parents can order the night before, will confirm at upcoming meeting. Breakfast is included with lunch

EBradley - Is there a form to fill out to participate? KKuse - Families must sign up, but all are eligible. No personal financial information is needed.

There is an email circulating trying to get a meeting going with city and neighbors regarding grounds redesign. Biggest challenge is redirection of traffic flow. Second is reworking wetlands.

Adding archery to the school.

Reviews in Great Schools have been moving up. A great positive for RVCS.

Mass Charter Public School Association is coming to RVCS at the end of July.

IV. Board Business

A. Board Business Topics

B. Medical and Behavioral Health Emergency Response Plan

D. Herrera made a motion to Approve the Medical and Behavioral Health Emergency Response Plan with edits to clarify nurses cell phone on Wednesdays and deleting the words "if necessary" from bullet point 2 in paragraph regarding emergency therapeutic intervention.
ERankin - Should all front desk staff be included as key personnel?

DHerrera - They are not all considered key personnel.

ERankin - Who is the student response team? Does it need to be defined? The same for the medical response team? Etc.

DHerrera - This is all management work. If KKuse and her team doesn't follow through that is another issue. As governance, this document wording fine. This document only updated when there is a change. The only change here is adding behavioral health.

EBradley - Format and language is outstanding. Parents should be required to be notified, is that superseded by Mass law?

ERankin - Believes this document does cover that; NDurkee mentions it is covered on Page 7. This has been confirmed.

EBradley - Is the phone number for the school nurse her personal cell phone?
It is not.

NDurkee - Can we state contacting parents in context? This second paragraph is unclear:if necessary, notify the parent/ legal guardian of the student or the emergency contact for faculty/ staff and inform them that the person is being transported to a medical facility if the information is known at the time of the call.

DHerrera - Agrees that the parents should be notified and we should drop "If necessary".

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

Roll Call

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

C. Student Opportunity Act

Background:

2020 brought to forefront, derailed by Covid, we are now catching up and KKuse has written up the policy. It makes sure all students have the opportunity to succeed.

KKuse: We have looked at all of our target groups. We have identified our groups who may struggle the most. We have found ways to help not only the students but their families. Lisa Kelley and Jonnie Lyn Evans helped with the research. We will be doing the full report every three years. In this very monochromatic area, the students struggling the most are special needs and students with disabilities and a few disadvantaged.
D. Herrera made a motion to approve the SOA for DESE submission as is and entrust Karen Kuse to make revisions and report back to us as necessary.
E. Bradley seconded the motion.
EBradley - Is this something we submit every year?

DHerrara - Every three years.

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

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

V. Closing Items

A. Public Comment

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 3:16 PM.

Respectfully Submitted,
D. Herrera
Vote to adjourn:
ATing - yes
CGetz - yes
DHerrera - yes
ERankin - yes
ESimone - yes
Bradley - yes

MConnerton - yes
NDurkee - yes
TMurdy - yes
Chris Getz, Chris Whitford, Erin Bradley and Nancy Durkee each arrived a few minutes late and missed the voted to approved the June meeting minutes.

Chris Whitford left a few minutes early.