

APPROVED



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

## River Valley Charter School

# Minutes

## Committee on Trustees Meeting

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### **Date and Time**

Wednesday September 11, 2024 at 6:00 PM

### **Location**

River Valley Charter School Middle School Humanities Room

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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).

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### **Committee Members Present**

A. Ting, C. Getz, E. Bradley

### **Committee Members Absent**

J. Nickerson

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## **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 Sep 11, 2024 at 6:08 PM.

## II. Committee on Trustees

### A. Discuss CoT Agenda for 24-25

#### **Review agenda/Responsibilities for the 24/25 year**

New board recruitment (Due date: April)

Annual retreat (Due date: May)

Update to committee description—reach to committee heads ensure all description are Board Training, (Due Date: on going)

Make sure the BOT as a whole is aware of any state or regulatory agent changes

We are in charge of the board internal review/assessment (

**Bylaw updating (i.e. make verbiage more reflective of 2024 and charge each committee head with examine within their committee changes they'd like to see as a committee) (Due Date: On going)**

Board goal track (making sure the other committee are making progress towards the goals laid out in the 2024 **(Due Date: On going)**)

Keeping a pulse on general board health (vibe) **(Due Date: On going, post BOT meeting survey fulfills this)**

Find a way to ensure the efficiencies of committee **(Due Date: On going) We need a Rubik!**

### B. Facilitation and assessment of Board wide goals

Dashboard discussion

What metrics should COT Use-

Attendance at BOT (measures board engagement)

Non BOT committee member participation (measures community engagement)

Efficiency/effectiveness of BOT meeting (reporting on surgery)

Director metric— (create scale for Karen to answer on scale once a month regarding her relationship with BOT as a whole w/ one pro/con monthly)

Record training opportunities and what percentage are utilized

Metric tracking succession planning leadership

### C. Board bi-yearly internal assessment

Utilize the resources already paid for to help us brainstorm or complete the internal assessment--Board on Track and Massachusetts Charter Public School Association

Remember to keep it simple as we approach a year when COT has a large agenda.

Actionable items

AT will email chairs of each committee to ask--

Any updates to Committee Description

Does your committee have any updates to by laws?

If so, make them known in the next 2 - 4 weeks.

### **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 7:00 PM.

Respectfully Submitted,

A. Ting

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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.