APPROVED

River Valley Charter School

Minutes

Executive Committee Committee Meeting

Date and Time
Wednesday November 5, 2025 at 7:00 PM

Location
River Valley Charter School
Middle School Great 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.

Committee Members Present
C. Whitford, D. Herrera, J. Nickerson, T. Murdy

Committee Members Absent
None

Guests Present
K. Kuse

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

D. Herrera called a meeting of the Executive Committee Committee of River Valley Charter School to order on Wednesday Nov 5, 2025 at 7:04 PM.

C. Approve Minutes

J. Nickerson made a motion to approve the minutes from Executive Committee Committee Meeting on 10-08-25.
T. Murdy seconded the motion.
The committee **VOTED** to approve the motion.

D. Approve Minutes

J. Nickerson made a motion to approve the minutes from Special EC Meeting on 10-30-25.
C. Whitford seconded the motion.
The committee **VOTED** to approve the motion.

II. Director Update

A. Director Update

- Staffing - thus far, no concerns with new hires
- Grounds - all work is on schedule
  - Asheville Playgrounds dedicated to be complete by Thanksgiving
  - French drains going in after the playground is complete
  - Stone dust will not go in until the Spring - path will not be ADA compliant until that time
  - Still waiting on easement to be filed with the city of Newburyport - funding is dependent on this being complete - goal is to have complete early December
- Annual Fund - near term need to coordinate class captains
- CPA Grant - needs to be completed by Thanksgiving
- Internal Audit - trying to find a time to present this to the staff - may need to be done at level meetings rather than whole faculty meeting
  - Suggestion to bring audit team together to gather lessons learned for future efforts
- HR
  - Onsite all day yesterday
  - 60 slots set out for staff to meet - 3 missed yesterday, 4 slots each open tomorrow and the following day at this time

- First information sessions with prospective families held

III. Executive Committee

A. Executive Committee

- Director Evaluation Tool - need to create a subcommittee to assess
- PBE - continue to align PBE goals against Montessori goals such as 3 hour morning work cycles
- Holiday Potluck - 12/11 from 4-7 at Newburyport Brewery
    - Plan to cater rather than board bring in items
- Finance - Central Source has filed the audit statement including on the DESI site
- Succession Planning - with Denise in last year as chair need to consider who will fill roles in next year

IV. 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 8:00 PM.

Respectfully Submitted,
D. Herrera

Documents used during the meeting

None

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.