APPROVED

River Valley Charter School

Minutes

Board Meeting

Date and Time
Wednesday November 19, 2025 at 7:00 PM

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.

https://us02web.zoom.us/j/8516508581?pwd=8roWrPp5aJXvEAFctC4bxo69QnaDfv.1

Trustees Present
A. Godino, A. Ting, B. MacQuade, C. Getz, C. Whitford, D. Herrera, D. Mitchell, E. Bradley, E. Rankin, G. LeFave, J. Nickerson, M. Connerton, P. Ganley, T. Murdy

Trustees Absent
None

Ex Officio Members Present
K. Kuse

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

D. Herrera called a meeting of the board of trustees of River Valley Charter School to order on Wednesday Nov 19, 2025 at 7:00 PM.

C. Review Trustee Code of Conduct

Code displayed and provided for review.

D. Public Comment

No public comment

II. Approve Previous Board Minutes

A. Approve Minutes

E. Bradley made a motion to approve the minutes from Board Meeting on 10-22-25.
C. Getz seconded the motion.

- Adjustment - under executive session - goals are in place so need evaluation tools in place, not goals, before the April timeframe.

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

III. Consent Agenda

A. Accountability Committee

B. Development Committee

C. Executive Committee

D. Committee on Trustees

E. Finance Committee

F. Vote on Consent Agenda

J. Nickerson made a motion to approve consent agenda.
Adjustments

- Adjust accountability to show that Albert was not in attendance

- Add in development committee meeting - added

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

IV. Director's Update

A. Director's Report

Additions to notes provided by Karen:

- HR Update
  - Finalized all meeting with staff and working on report that will be presented to the board Monday at 130pm
- Grounds Redesign
  - Slide is planned to land above the location of the pipe that was discovered - problem solved
  - Asheville Playground goal is to finish by Thanksgiving but still awaiting swing that will be delivered after the holiday
  - French drain to be installed after playground completion
  - Working to complete the easement and have it recorded - goal to have it completed by mid-December
- Staffing Update - school psychologist Jen Cort is coming back to support on a part time basis
  - Start time to begin shortly, with ad hoc support as needed
- Upcoming Important Dates

V. Finance Committee

A. Grounds Redesign Tracking

- Did not meet in past month by design.
- Financials on track for fiscal year

VI. Accountability Committee

A. Update

- Committee has reviewed disaggregated data; key takeaways:
  - Now that we have a great deal of data, what do we do with the data
  - How do the teachers leverage that data
  - Make sure that we have a plan to keep moving forward in subsequent years - progress/ change
    - If scores are not growing, look at those in more detail
  - Drive consistency across the years
  - Who is responsible for the data in the long run (management vs. oversight)

- Action to create a Standard Operating Procedure to ensure consistency over time with the committee
- No Accountability Meeting in December
    - Discussions on moving to fully remote - acceptable within state requirements
        - Recommendation to drive continuity in the day/time

VII. Development Committee

A. Update

- In good shape with annual appeal with more than 200 of the mailings out the door
    - Notes that are very heartfelt in each of the mailings
    - Plan to expand out to alumni in future years
    - Suggest pulling up past board members to send out as well - can pull from DESE site for past 10 years
    - Look to pull in current and past Foundation members as well
- Development Committee scheduled for December (12/2) - needed to ensure that all goals are hit
    - Key focus on change from transactional to relationship-oriented funding raising
- Winter Solstice Event - 12/18 - Maple Crest Farm - 330-5
    - 98 people in attendance last year - parking was the limiting factor
    - Further discussion is planned with Jane for communication and coordination
    - Bringing in middle school students to support event
- Readathon - planned for 2/2-13

VIII. Executive Committee

A. Update

- Director Evaluation Subcommittee members identified
    - Denise to send out email to meet and discuss in more detail
- Holiday "Potluck" - ability to cater through Burtons to cover all dietary restrictions and to reduce the demand on the board members
    - Will coordinate payment with Venmo through BoT

IX. Board Business

A. Executive Session

Purpose: to conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel

X. Committee on Trustees

A. Update

Bylaws

- Bylaws Updates - inputs collected from members of the board based on the following changes:

1. Addition of Revision History up front for ease of tracking
2. Consistent terminology for RVCS ("the School"), DESI ("the Department"), Director of the School ("Director"), Board of Trustees ("the Board"),
3. Update to the missions statement to align to what is on the website today - only shortened, no change to core statement
4. Added appendix sections to define the Foundation and the Parent Alliance
5. Changed to gender neutral language where appropriate
6. Change of Secretary title to "Clerk" to align to current standards
7. Added new sections to align to best practices:
    - Whistleblower Protection
    - Succession Planning
    - Document Retention Policy
    - Public Access to Records

- Validate that remote work clause aligns to state language
- Look to add a timeline for document retention policy to set timelines for the documents.

Board Education

- When someone wants to speak on something with the board, they are able to come in and provide public comment
    - These are documented in the minutes and follow-up is based on board vs. school business to take action

Board Health

- Important to do the board surveys after the meetings - there is space at the end of the survey to provide open comments
    - These should be opportunities to provide insights and suggestions on how to improve the board as a whole
    - Feel free to provide comments on the director as well in this avenue
- Rather than having a "whisper culture" - keep open communications at board and Chair is always available to discuss

- Exec Committee meetings are always public so you are welcome to attend to hear what is being discussed
- If you want to add a topic on the agenda you can just reach out to Denise or Jonathan
- Comments
    - Concern that policies are not structured the students today
    - As board members we need to model board expectations such as neutrality and work in best interest of the school

XI. Grievance Committee

A. Update

- Reviewed another teacher submission and pushed to HR
- Parent complaint came in and let them know that an HR firm is coming in
    - Request for policy for parent notification when behavioral issues arise
    - Erin to write up recommendation and provide to the director

XII. Closing Items

A. Public Comments

No comments

B. Board Meeting Survey

Sent to individuals to fill out

C. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:29 PM.

Respectfully Submitted,
D. Herrera

Documents used during the meeting

- 2025_11_04_rvcs_accountability_committee_meeting_minutes.pdf
- 2025_11_05_executive_committee_committee_meeting_minutes (1).pdf
- Director's Report for 11.19.2025.pdf
- RVCS_By-Laws v7.docx

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.