APPROVED

River Valley Charter School

Minutes

Committee on Trustees Meeting

Date and Time
Wednesday April 8, 2026 at 6:00 PM

Location
River Valley Charter School Middle School Humanities 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. Getz, J. Nickerson, T. Murdy

Committee Members Absent
E. Bradley, K. Kuse

Guests Present
G. LeFave

I. Opening Items

A.

Record Attendance

B. Call the Meeting to Order

T. Murdy called a meeting of the Committee on Trustees Committee of River Valley Charter School to order on Wednesday Apr 8, 2026 at 6:07 PM.

II. Committee on Trustees

A. Kate Scott-Board Audit Review

Kate Scott of KNS Consulting presented the findings of the **bi-annual Board Audit** of the River Valley Charter School Board of Trustees.

Audit Scope
Ms. Scott explained that the audit included trustee interviews, observation of board and committee meetings, and review of governing documents, meeting minutes, surveys, and DESE materials.

3. Summary of Findings
Ms. Scott highlighted the following **areas of strength**:

- Trustee commitment and professional expertise
- Strong financial oversight, including regular Finance Committee review and a recent clean audit
- Improved board practices, including the use of Board on Track, clear agendas, and a consent agenda
- Growing use of academic data through the Accountability Committee

Ms. Scott also identified **areas for improvement**, including:

- Board alignment and clarity between governance and management roles
- Absence of a formal Executive Director evaluation process
- Lack of documented leadership succession planning
- Limited use of the strategic plan in guiding board work
- Upcoming board turnover and consistency in communication with the school community

4. Compliance and Board Operations
Ms. Scott noted that the board is generally compliant with bylaws and Open Meeting Law requirements, with meetings properly posted and minutes publicly available.
She recommended consolidating public comment into a single period at board meetings and providing training on the appropriate use of Executive Session.

5. Leadership Structure

Ms. Scott indicated that senior leadership capacity and structure at the school has implications for governance effectiveness and emphasized the board's role in supporting the Executive Director in establishing a clearly defined and fully staffed leadership structure.

6. Board Composition and Committee Structure
Ms. Scott raised considerations regarding board composition, including the proportion of current parents serving as trustees, and noted that the **Committee on Trustees** is the appropriate body for further review of this topic.
Ms. Scott recommended discontinuing the Grievance Committee and instead strengthening school-level complaint procedures with appropriate board oversight.

7. Recommendations and Next Steps
Ms. Scott outlined near-term and longer-term governance recommendations for the board's consideration, including:

- Establishing a formal Executive Director evaluation process
- Documenting leadership and officer succession planning
- Strengthening board training, onboarding, and ongoing education

The Committee discussed prioritizing these recommendations and bringing selected items forward to the full Board for review and possible action.

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 6:56 PM.

Respectfully Submitted,
T. Murdy

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.