

## MINUTES FROM BOARD OF DIRECTORS MEETING

Riverview Charter School  
January 30, 2016, 8:00 AM  
81 Savannah Highway, Beaufort, SC 29906

### **Mission:**

*Riverview Charter School's mission is to create a small, diverse learning community that actively engages students in meaningful and innovative learning experiences. Emphasizing "learning by doing," family and community involvement, and engaged citizenship, Riverview is committed to nurturing the whole child and preparing each student for a global society.*

**Members Present:** Reece Bertholf, Lamarr Cooler, Jaime Dailey-Vergara, Denise Jones, Cathy Hoogenboom, LaShonda Scott, John Troutman, Gayle Carroll, Aileen Cangiano-Heath

**Members Absent:** Jim White

**Staff Present:** Alison Thomas, AK Harper, Ann Marie Bowden, Natalie Wohlwend, Donna Haram, John Strebe

Call to Order by Reece at 8:15am

Mr. Bertholf welcomed the board and thanked everyone for being here.

Mrs. Jones moved to approve agenda. Mrs. Dailey-Vergara second. Approved. Mr. Bertholf stated that the Board is in compliance with the Freedom of Information Act.

Morning Meeting included a team building exercise led by RCS Leadership.

Per Mr. Bertholf, Introduction of Board members.

Charter School 101 – First Charter schools were founded in Michigan in 1991. Public schools of choice. Non-sectarian, non-religious, non-home based, non-profit, within a public school district and accountable to public schools. Charters vary from state to state. Charters can be sponsored by State, District and now a University of Higher Education. As board members, we are accountable to the Beaufort County School Board. SC Charter School Act 1996, outlines the need for "new, innovative, and more flexible ways of educating all children." The RCS Board reviewed Section 59-40-20 (7 purposes). It took 18 months to develop Riverview. The founders started the idea, but the staff, parents, students, and community kept it going. Mrs. Thomas explained the key stakeholders involved to begin the Charter. Faculty and staff came up with the core values based on the needs of the community. Riverview chose the district to be our sponsor to be recognized. Also, eligible for local funding and supportive training for the teachers and students. Per Mrs. Cangiano-Health., it's important to keep the communication with the BCSD Board and understand our role with the district. Per Mrs. Thomas, the RCS Charter will be renewed in 18 months. This year annual report, Riverview had to report on what is the gap but not how we are doing. The Board reviewed the relationship to Public School District (what Riverview chooses to teach). Curriculum and instruction, professional development and specials areas, enrichment programs, discipline code, employment policies, school size/class size. Mrs. Jones suggested diversity training. Non-negotiable accountability include, Charter contract, annual evaluation submitted to SCDE & BCSD, annual audits, SC standards course of study, SC standardized testing (PASS), ESEA / "No child left behind", Health, safety, civil a and disability rights, FOIA. The Board discussed to use RCS Riverview email for professional use only.

Riverview 101- Mrs. Thomas provided a list of community members that started the idea of Charter School in Beaufort. The Board reviewed the 2007 Focus Groups. In the fall of 2007 the founders wrote a Mission Statement based on the outcome of the focus groups made up of community members. The timeline includes; in winter 2008 RCS was awarded a \$450K grant, in winter 2008 held community meetings and wrote

Charter Application. In August 2008 Charter application approved. In September 2008, the Charter was conditionally approved by Beaufort County Board of Education. The Board reviewed the Experiential Learning Philosophy, Learning by Doing. January 2009, Student enrollment begins Feb 2009; first lottery held, July 2009, desegregation agreement. August 2009 Review opens. July 2012 Riverview moves to new building. RCS is Beaufort County's first & only locally sponsored Public Charter School. We serve 570 students in grades k-8. 57%, 25% AF, 18% other. RCS is projected to grow to 684 students in 2019-2020. The Board reviewed the RCS Leadership team and roles, Mrs. Thomas are the Boards lone employee. The Board reviewed the list of key documents. Mrs. Thomas will send the Board to a link where we can review all the documents. The board reviewed the two primary forms of assessments; MAP and PASS. Mrs. Thomas noted that RCS will report to the board general test results as the results come in.

Sources of Funding: Operated on July thru June 30 Fiscal Year. Based on Student Funds, State "Categorical" Funds, Federal Funds, USDA Reimbursements, Lunch Sales, Enrichment, Tidewatch, Donations and Contributions. The Board reviewed the various Funding Sources and the channels and formulas involved in receiving the funds.

### **Finance**

Mrs. Hoogenboom distributed the December 2015 P & L statement. Reflects a \$215K deficit but we have reserve, we anticipated the deficit but only \$8K more than we projected. We did not receive as much Base Student funding as projected. Tidewatch has a favorable balance but this statement does not include all Tidewatch expenses. Donations and contributions are favorable balance. Overall \$8K unfavorable, but we are projected to balance. Enrichment has an unfavorable balance of \$25K, but we project a \$5K balance. Base student is negative by \$19K. Federal is negative but it is a timing issue. Restricted Funds are negative but it is a timing issue. Lunch sales to pupils, the revenue is favorable but we projected only \$1K unfavorable. Per Mrs. Thomas, USDA funds are always a month behind. Per Mrs. Hoogenboom, we normally operate in a surplus but this year we will operate in a deficit due to the new facility. Mrs. Thomas stated to help the budget six positions were cut and no salary increases. Mrs. Scott left the meeting at 11:45.

### **Lunch and FOIA**

Per Mr. Bertholf, asked for lunch contributions. Mr. Bertholf led the Board members into review of important information. The Board reviewed FOIA requirements. Mainly the media requires 24 hours notice, the district requires 48 hours notice and board meetings have to be open to the public. Mr. Bertholf discusses the expectations of Board conduct and how to represent RCS. Mr. Bertholf suggested that Board conduct has been exceptional over the last few years. Board members reviewed and signed the confidentiality agreement. The Board reviewed the rules of Executive Sessions. No actions can be taken in Executive Sessions. Mr. Bertholf discussed the conflict of interest policy; board members sign this form after they are elected.

Executive Session. Mr. Cooler moved to go into Executive Session and Mrs. Hoogenboom second at 12:58pm to discuss personnel. Mr. Bertholf brought us out of Executive Sessions. No action came out of Executive Sessions.

Mr. Cooler moves to set a special meeting date to review staffs suggestion for lottery procedures. Monday, February 8, at 6:30pm was suggested. Mrs. Jones second. Approved.

### **Facility Plans, lease and contracts**

Mrs. Thomas took Board members on a tour of the new construction. Mr. Cooler provided an overview of the new lease. The construction amount was \$8 million with payments began 2015 thru 2045. Routine maintenance is paid by Beaufort County SD. Beaufort County SD owns the facility, but it's built to suit. Insurance is paid by RCS. Mr. Troutman and Mrs. Dailey-Vargara left the meeting at 3pm.

## **Appoint Committee Members**

Mr. Bertholf wants to set the theme and goals for this year. Mr. Bertholf suggested focusing on fund raising. Mr. Cooler agreed to run Fund Development committee. Per Mrs. Thomas, because of the renovation we are not able to meet the Programmatic goals. Before we begin raising funds, we need to determine an amount and our needs. Mrs. Hoogenboom agreed to run Finance Committee. Mr. Bertholf asked if we have other goals to address this year. Mrs. Cangiano-Heath suggested to focus on Diverse Staff, all agreed. Per Mrs. Thomas, diverse recruitment has reached outside of Beaufort County and will continue to try and attract a diverse recruitment. People and Programs committee – Recruits for Board, Director Evaluations, Board elections. Per Mrs. Thomas she is hoping to have a budget for salaries. Mr. Cooler asked to work on a 5 year plan. Outreach Committee – Build partnerships, Organizations that reach diverse groups. Facilities committee met with consultants on the new building and lease agreement. Per Mr. Bertholf, for each committee chair recruit one non-board persons on the committee. Per Mrs. Thomas, the charter the committees need to have one parent, one teacher and one Board member. Per Mrs. Thomas we have a committee form for parents. Mrs. Carroll agreed to chair People and Programs with the help of Mrs. Douglas and Mrs. Hoogenboom. Mr. Bertholf agreed to be on facilities. Mrs. Cangiano-Heath agreed to be on Outreach. Mr. Cooler agreed to stay on Finance committee.

Mrs. Cangiano-Heath moved to approve 1/11/06 minutes. Mrs. Jones second. Approved.

Mr. Cooler Moved to adjourn. Mrs. Cangiano-Heath second. Approved.

Mrs. Cangiano-Heath made a motion to adjourn, Mrs. Hoogenboom second. Approved. Adjourn at 3:03pm.

Next Board meeting February 8, 2016 at 6:30pm at RCS

Respectfully submitted by Susanne Douglas January 31, 2016