

MINUTES FOR BOARD OF DIRECTORS MEETING

Riverview Charter School

October 19, 2017, 6:30 pm, Conference Room

81 Savannah Highway, Beaufort, 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.*

Call to Order ~ 6:30 p.m.

Chairman Bertholf called the meeting to order at 6:32pm

Present: Reece Bertholf, Lamarr Cooler, Denise Jones, Scott Lee, Jim White, John Troutman, Cathy Hoogenboom, Alison Thomas, Donna Haram, Natalie Wohlwend

Executive Session – Expulsion Hearing, Contractual/Legal Advice

Executive Session was not needed and therefore not convened.

Public Session

Approval of the Agenda

- *Mr. White made a motion to approve the Agenda. Mr. Troutman seconded the motion. Motion passed unanimously.*

Statement of Compliance with Freedom of Information Act

- *Mr. Bertholf stated the school was in compliance with FOIA*

Public Comments to the Board (3 minutes per speaker)

- *No public comments were made.*

Outreach Committee

- **Fall Outreach Update**
 - *Ms. Jones committee will be distributing student outreach materials at the Heritage Days celebration at Penn Center next month.*
 - *The committee's focus is on younger students because that's where the school available seats for next school year.*
 - *Board members should advise Ms. Jones of anyone they believe would make a good ambassador for the school.*
 - *Mr. Troutman shared that he recently met with the new Director of Penn Center who expressed great interest in charter schools as a whole and Riverview specifically.*

Finance Committee

- **Monthly Financial Report**
 - *Ms. Hoogenboom represented the monthly financial statements. The school is currently favorable on the year by \$37,000.*
 - *Mr. Lee inquired about future adjustments related to the upcoming 45ADM. Further discussion on this topic was deferred to November when the 45ADM will be available for review.*

- *Ms. Hoogenboom advised the Board that the line of credit had been renewed for two additional years. The terms of the line of credit were discussed for informational purposes.*

People and Programs Committee

- Board Recruitment Update
 - *Mr. Bertholf advised the Board that board member recruitment is in process. An email was sent to staff requesting recommendations for board members, and responses were received. This past Tuesday the People and Programs Committee hosted an informational meeting for potential board members. 8 potential candidates attended. Current board members were encouraged to continue recruiting future board members.*
 - *Mr. White inquired about the potential of raising the board to 13 members since past history indicates that the board typically loses 1 to 2 members each calendar year. Mr. Bertholf advised that increasing the size of the board is at the will of the board, however changes to the bylaws would be necessary. After further discussion it was agreed that this should be considered by the new board who would seated in January 2018.*

Director's Report – Alison Thomas

- Lunch Program Update
 - *The school's lunch program continues operate revenue positive. Reports through September indicate a positive balance of \$12,490.*
- 45 Day Headcount
 - *The 45th day of school is tomorrow. This is relevant for the school as Base Student Funding (revenue) adjusts on the 45th day and 135th day of school annually. Through CogAT testing this fall, the school was able to qualify 36 new GT Academic students for a total of 92 GT pupils. The current budget is based on 100 GT pupils so we do expect a corresponding decrease in revenue.*
- Read-a-thon
 - *Read-a-thon raise \$23,252 to date.*
- Capstone Field Trip Update
 - *39 of 56 students will be participating in our 8th grade Capstone to Costa Rica this May.*
 - *58 of 76 students have signed up to participated in our 5th grade Capstone to Washington, DC this April, however registration is ongoing.*
 - *Registration for the 2nd grade Capstone to Barrier Island is not due until 11/6/18.*
- Nominating Committee Update
 - *The Director has begun reaching out to Nominating Committee members. If Board members have someone they would like to recommend for the Nominating Committee they should reach out to Ms. Thomas directly.*

Motion to Adjourn by Mr. White at 8:41pm. Seconded by Mr. Troutman. Motion passed unanimously. Meeting was adjourned.