

Riverview Charter School Board of Directors
Minutes for meeting on
March 15, 2018
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.*

Board Members Present: Gayle Carroll, Kathryn Ferguson, Denise Jones, Cathy Hoogenboom, Arthur O'Kelley, Scott Lee, Mary Jordan Lempesis, John Troutman, Jim White, Julia Wittschen Price

Staff Present: AK Harper, Liz O'Brien, Alison Thomas, Natalie Wohlwend

Call to Order: The meeting was called to order at 6:07 by Jim White. Mr. Troutman moved to approve the agenda, the motion was seconded by Mr. O'Kelley and the vote was unanimous. Mr. White announced that the meeting was in compliance with the Freedom of Information Act. There were no public comments to the Board.

Finance Committee: Mrs. Hoogenboom handed out, reviewed and answered questions on a Financial Summary from July 2017-February 2018. Explanations focused on profitables, budgeted unprofitables, and true variances. Topics from the Tables included in the explanations included Student Fees, Wordware, Contributions and donations, Twilight Run, Tidewatch, Field Trips, and Facilities. Mr. O'Kelley asked a questions about recuperating "losses" and Mrs. Thomas gave examples of ways the school works with families and how there has been a push since last year to prevent such losses. Ms. Wittschen Price asked about charges for the use of credit cards when parents pay online. The projection for the remaining fiscal year is more positive than expected. The FY-19 budget for July 1 - June 30, 2019 must be ratified by Board and the first reading will be in April. Mrs. Thomas presented a keynote *-Can Your Stakeholders Gauge Your Values from your Budget -* on the four areas of the budget the Board might consider for the Leadership Team and projected percentage of the gross revenue. The areas were Personnel, Facilities, Operations, and Operations Reserve. A review of the 2018 percentage and comparison to the 2019 projected percentage was given. Mr. O'Kelley asked about changes in base funding and Mrs. Thomas said that based on information in the last two weeks from Beaufort County that base funding would go up, but per pupil funding is expected to go down. A motion by Mr. Troutman to allow Mrs. Thomas to use the proposed request for each of the four areas of the budget was seconded by Mr. O'Kelley and passed. Mrs. Ferguson inquired about the impact on personnel hiring with the proposed budget plans and Mrs. Thomas discussed the use

by RCS of merit based pay, cost of living and the possibility of increasing kindergarten aides to the former number or how to use them differently if a different priority is established.

Executive Committee: Mrs. Thomas and Mr. White referred to the feedback given by members at the Board Retreat regarding committee assignments and their effort to meet school needs while honoring individual preferences. They will meet with individual committees to outline responsibilities. Comments and concerns were noted by Mr. Troutman and Mrs. Ferguson concerning individual assignments.

Director's Report:

- Mrs. Thomas recognized Mrs. Karen Miller for having received National Board Certification, Ms. Sarah Brown receiving her Master's degree, and four 6/7th grade teachers - Mrs. Duffy, Ms. Belmont, Ms. Holloway and Mrs. Miller for their success with the Donor's Choose project...a fully funded web-based campaign to raise money for student projects. An open letter to those being recognized will be displayed in-house to show Board support for their accomplishments.
- The Freedom Shrine consisting of a 20-30 plaque presentation gifted by the local Exchange Club has been prominently displayed in the 3rd, 4th and 5th grade hallway.
- The Beehives plexiglass case with informational plaques has been installed in a "safe" area to provide students with viewing of bee activity.
- As a point of information, the Board was told of the release of the 2018-2019 school calendar. Parental concerns were brought up about the week of fall break in the calendar and a clear explanation of the academic basis for the professional decision was given.
- A review was given for the numbers of Makeup Days on a calendar and how RCS was impacted this year and how the issue has been resolved through the state, county and school.
- The Board was asked to review the 2017 Annual Report before the next meeting. Information needed to start work on the RCS charter renewal is found in this document.
- An update on BTR was given which included at this point there are more than 150 registrations than in the past, \$6,000-8,000 in sponsorships, 140 tickets sold to the dinner on Friday night which will include our NJHS students as servers.
- A formal request was made on February 16 regarding our upcoming lottery/registration process. OCR responded with four follow-up questions which have been answered and returned by Mrs. Thomas. Mrs. Thomas expects feedback within 60 days with the entire process completed within 90 days.
- The School Emergency Plan was presented to the Board. It is reviewed each August and as needed at faculty meetings. Parts of the plan outlined included monthly Fire drills, yearly Tornado drills, Modified Lockdown drills, and Lockdown drills. Mrs. Thomas gave the history of the RCS plan for lockdowns, the significant role the Port Royal PD plays in security at RCS and the consideration of other measures for safety of those at RCS including an emergency evaluation site, use of SRO officers and security cameras. Mrs. Thomas asked that any community questions/concerns be referred to the Director.

Concerns were raised about the frequency of SRO officers on site, the proximity to a busy thoroughfare, lack of total fencing, and lack of metal detectors.

- Mrs. Thomas reviewed the Director Succession Plan and gave specifics about its contents. The Board voted unanimously to approve the Succession Plan after a motion was made by Mrs. Jones for its ratification.

Consent Agenda: Ms. Wittschen Price moved that the board approve the minutes for the October 19, January 8 and February 10 meetings. The motion was seconded by Mrs. Ferguson. The group was reminded of the next meeting on April 19. Mr. O'Kelley moved that the meeting be adjourned and the motion was seconded by Mrs. Hoogenboom and approved by the group.