

MINUTES FOR BOARD OF DIRECTORS MEETING & RETREAT

Riverview Charter School

January 28, 2017, 6:00 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.*

Members Present: Reece Bertholf, Gayle Carroll, Jim White, John Troutman, Denise Jones, Jaime Dailey-Vergara, Scott Lee, LaShonda, Cathy Hoogenboom

Staff Present: Alison Thomas, AnnMarie Bowden, AK Harper, Donna Haram, Natalie Wohlwend

Call to Order

Reece Bertholf called the meeting to order at 8:52 am

Public Session

Riverview Board Retreat 1.28.17

Mr. White made a motion to approve the Agenda. Motion was seconded by Ms. Scott. Motion was approved unanimously.

Mr. Bertholf stated that the school was in compliance with the Freedom of Information Act.

No public comments were made to the board.

Morning Meeting

Board participated in morning meeting activities similar to how the school day is started for students at RCS.

Discussion and Action

Mr. Betholf outlined the Board roles and responsibilities. The Board then began discussing goals for this year. Ms. Thomas outlined her goals for the board this year to include advocacy of the school, a 5 year financial forecast and charter review. With the submittal of the charter being 18 month away, Ms. Thomas recommended the Board begin laying the foundation for any changes or amendments.

The Board discussed a number of goals for this year to include the following:

- Nurture relationship with Beaufort County School Board/District
- Fiscal Responsibility /Funding/ Fundraising
- Charter application
- Clarity of Committee assignments
- Explore opportunities for graduating RCS students to keep them engaged/ connected to the school
- Lottery (timeline decision)

- Methods to effectively tackle the charter
- Student enrollment
- Develop talking points on lottery to keep the information consistent and accurate

After discussing goals for this year, the Board narrowed down their goals to the following:

- Advocate for RSC through policy, politics and fundraising.
- Set the foundation for the charter renewal application by spring of 2018 by completing a charter review and comment period during 2017.
- Nurture the relationship with Beaufort County School District & Board personally, professionally and politically with the goal of having a joint meeting by Oct 2017.
- Set 5 year financial plan by June 2017.

The Board discussed the importance of ensuring the Board continues to be diverse as board recruitment begins for the 2018-2019 election and as new seats become available.

The Board discussed diversity training for the Board. Mr. White made a motion that the board adopt a proposal to take the diversity training by reading the book, “A Framework for Understanding Poverty” and holding a seminar within 90 days. Ms. Carroll seconded the motion. The motion was unanimously approved.

The Board then discussed the Director Succession Plan. Ms. Thomas updated the board on the plan and disseminated the current plan. The Succession Plan will be on the agenda for February for ratification.

Ms. Thomas stated the school is projected to experience a revenue shortfall of \$830,000 on the revenue side this year, which she stated is more than we actually will receive due to the funding formulas and weights. The first draft of the 5 year financial forecast will be presented in February.

The Board also established Committee Assignments to include the following:

- Executive Committee (Reece, Jim, Cathy, Jaime)
 - Tasks – setting agenda, work closely with Director on any arising issues
- People & Programs (Reece) Gayle & Scott
 - Director evaluation, Board elections and Board recruitment
- Finance (Cathy,) – Jim, Lamarr
 - Budget development and monitoring, audit, monthly reporting
- Outreach (Jaime) & Denise, Reece
 - Board, Faculty/Teacher and Student Outreach
- Fund Development – (Jim with Lamarr), John

Mr. Betholf requested the Committees meet by March 1 and recruit parents or community meeting to report to the Board on March 23.

The Board discussed changing the March meeting date to March 23. Change March meeting date – Mr. Lee made the motion and Mr. Troutman seconded the motion. The motion was unanimously approved.

Director's Report

Ms. Thomas updated the board on Student Enrollment, stating the applicant totals for this year's lottery includes 54.8% of white student, 27.7% of black students, 32.5% other.

Mr. White made a motion to adjourn the meeting. Mr. Lee seconded the motion. The motion was unanimously approved.