

MINUTES FROM BOARD OF DIRECTORS MEETING

Riverview Charter School
June 16, 2016 6:00pm
Merrill Lynch
700 Bay St. Beaufort, SC 29902

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, Denise Jones, Gayle Carroll, , Susanne Douglas, LaShonda Scott, Jaim Dailey-Vergara

Members Absent: Jim White, Aileen Cangiano-Heath, Cathy Hoogenboom,

Staff Present: Alison Thomas, Natalie Wohlwend

Call to Order by Mr. Bertholf at 6:17Pm

Mr. Bertholf stated we are in compliance with the FIOA

No public comments

Mr. Cooler moved to approve the agenda. Mr. Troutman Second. Approved

Director's Report

Lottery Report – We are in receipt of OCR response to our Lottery and they have asked us to weight the lottery as we did last year. The lottery date was announced for Monday, June 20, 2016 at 6pm in the RCS media room. 8 RCS staff has volunteered to assist with the lottery. Drew Davis will be representing BCSD and he will administer the lottery (pushing the buttons). Per Mr. Cooler, did OCR ask to weight in the beginning or did they want to see data first? Ms. Thomas said they had asked to see data for weighted lottery only, but essentially RCS will need to weight the lottery similar to last year. Per Mrs. Thomas, we are excited to meet our new families on Monday and Enrollment will be online. 46 slots available for Kindergarten.

Facility report – Mrs. Thomas spent over an hour with Sam, Anthony and Fraser earlier in the week. She spent the rest of the day with other construction companies for bids for the renovation. Fraser submitted amounts for the renovation which are \$500K over the RCS budget; therefore Fraser will not be involved in the renovation. Mrs. Thomas discussed other construction companies doing summer work for the BCSD. MB Kahn and Thompson Turner will be working including RCS renovation as part of their summer worked if either wins the bid. We anticipate the bids back the week of July 4 and both companies can mobilize as early as July 11th. The companies indicated they may tap into a different pool of sub-contractors. The key is to get the RCS renovation on their schedule for the remainder of the summer. In the interim, schedule for completion was discussion and the bids will include a timeline. They are not aware of the GMP and opted to do a competitive price. The preliminary hazmat reports are favorable and so far no additional asbestos material has been found in the building. The same company from 2011 is doing this round of testing samples. Final report will be available within the next week.

Regarding the status of the construction on the new facility, the quality of the work by Fraser Construction is excellent. There are a few problem issues. The big issue is that they are behind schedule. August 15 is the new completion date. Mrs. Thomas is not comfortable putting children in a building a week after the completion date. The first CO Inspection will be scheduled for July 28, so we will need a final inspection date after the punch list from July 28 is complete. The HVAC is schedule to be delivered for June 30, which is 10 days earlier than anticipated. Therefore, it will be necessary to push the school start date back. 1st scenario is for school to start August starts 24, two weeks later than the original date. We would eliminate the fall break. Presidential Day in February, and last day of school would be June 2

Mr. Troutman asked if there is any other space the school district could let use for 2 weeks. A few years earlier RCS had utilized space at TCL. Mr. Troutman said as delay could potentially be a problem with OCR, and families who may decide not to attend RCS. 13 classrooms would be without class rooms if the new building is not completed. Could we combine some classes? Mrs. Scott joined the meeting. Ms. Thomas will communicate with BCSD with see if there is space available in the school district. Mr. Troutman commented that OCR is the biggest issue and we should ask BSCD for assistance. 2nd scenario, what if building is not completed by Aug 24 and we could push back school to begin after Labor Day. It will impact teaching and learning, also testing. Ms. Thomas said she really feels uncomfortable putting the kids into a building that is unsafe. Mr. Bertholf, suggested maybe we do not do the renovation this year and push it back to another year, hopefully next summer. Per Mrs. Thomas, we need to avoid moving the date twice. Ms. Scott, asked if putting classes in the gym, is the safety issue for the students? OSF stated we can put four classes in the gym. Also, all furniture has been moved into the gym so the furniture would have to go somewhere as some of the furniture may not go to the new school. Robert of the BCSD would be the best person to speak with regarding space in Beaufort. The board discussed shipping kids all over the county would be unsafe and RCS would want an Administrator onsite. Natalie stated she would not feel comfortable having RCS children at the high school. Mr. Bertholf stated we have to make decision to make to delay 2 or 4 weeks. We need a contingency plan if Fraser Construction misses the new deadline. Ms. Carroll stated that she was ok with going to TCL and that most new families won't back out because they are so excited to attend interview. Ms. Thomas stated the Teachers would most likely not start until the building is finished. Mr. Bertholf stated we can see the struggles of both starting late and placing children in alternative locations. Mr. Bertholf stated we have discussed all options, we need to make a decision and we may get a temp certificate of occupancy, if minor things need to be changed. Ms. Thomas recommends a start date of Aug 24. She feels liable if she has children in the building and something went wrong, but she feels confident in the August 24 start date. Also, this is only 7 days after BCSD begins school. Mrs. Scott left the meeting. Ms. Thomas will research a contingency plan if we cannot move in August 24th. Mr. Cooler made a motion to move the RCS staff starts Aug 15 and school starts August 24. Mrs. Daily second. Mr. Troutman discussed what is the plan for the two weeks after August 24 if building is not ready. Administration will work on a contingency. Mrs. Thomas said yes. Approved. Mrs. Thomas said she would like to tell the teachers tomorrow (6/17) and the families one hour later. Mrs. Jones suggested working with the YMCA to assist with children that need help with care

Financial Report –

Mr. Cooler presented the financial results for the month of May and May YTD. The Net Change in Fund Balance for the month was a deficit of \$9 thousand vs a budget of \$1 thousand. There is a negative variance in legal expenses of approximately \$5000. Instructional Salaries are over budget due to stipends paid during the month. YTD we are \$77 thousand favorable to budget. Total Revenues are \$144 thousand favorable primarily due to Tidewatch. Total Expenses are over budget YTD in the amount of \$68 thousand primarily due to a negative variance in Group Health and Retirement benefits of \$27K. Base student funding totaling \$4.2 million is as budgeted however we expect it may increase in June due to additional students.

Mrs. Thomas presented the 2nd reading of the FY 2016-17, 2nd budget. Base Student Funding is budgeted at \$5.3 million compared to \$4.5 million in the current year. This amount reflects an additional 38 students (608 vs 570) and increased funding per student from the BCSD. Lunch sales will be higher due to the additional students and the new lunch room. Mr. Cooler stated that Fund raising is a push but we are setting a goal of \$237,000 which includes the BTR and the brick program.

Expenses – retirement costs is going up. The new cleaning service (GCA) expenditure will go up. A certain level of service is built into our lease payment. Support salaries went down \$5K. In the first reading Copier expenses were budgeted in two places about \$22K. Robert (BCSD) advised Ms. Thomas there was a contingency in the building budget of \$211K which could be used for Technology, Furniture, and kitchen equipment. BCSD is replacing some of the kitchen equipment. This is dependent on the total cost of the new building and the renovation project. Anthony also stated if there is other equipment to replace, now would be a good time. RCS identified \$35K worth of equipment to be replaced. As a result we may not have to utilize money out of the reserve fund. Mr. Troutman moved to approve the 2016-2017

Budgets 2nd reading. Mr. Cooler second. Approved. Mr. Cooler motioned to approve additional furniture and tech equipment as required. Mr. Troutman second. Approved.

Other Committee Reports –

Outreach – Mr. Bertholf acknowledge Mrs. Jones for her efforts. The Penn center representation is still available. We need to be in the MLK and Heritage parade. We need more RCS people to work the crowd and encourage them to apply for the lottery. Get the word out to begin the parades.

Fund Development – Mr. Cooler plans to discuss the brick program with Ms. Thomas next week. He sent 70 letters to families requesting contributions for the annual fund. We would like to launch the brick campaign shortly after school starts.

People and Programs – Mr. Michael Ricks has agreed to join the RCS board. We need him to begin in July. The people and program committee nominates Mr. Ricks to join our board. For Discussion, Mr. Bertholf says he feels comfortable having him on the board and he would be a fine intellectual man. Per Mrs. Douglas, we met with Mrs. Thomas to review her Director Evaluation. The over report as outstanding and distinguished.

Additional Facility – BCSD added us to the 1% penny tax proposal to add a Gym at \$3M. If it passes in November, RCS will receive the additional amount.

Executive Session – Mrs. Jones move to go into Exec. Ms. Carroll second. Approved.

Mr. Bertholf moved us out of executive.

Mr. Cooler moved to renew Mrs. Thomas contract. Mrs. Douglas second. Approved.

Mrs. Douglas moved to approve minutes from 5/24/16 meeting minutes. Mr. Cooler second. Approved.

Next Board Meeting

Thursday, July 21, 2016 at 6pm

Mr. Troutman Moved to adjourn at 10:30pm. Mr. Cooler Second. Approved