

# Board of Directors Meeting Minutes

Riverview Charter School

April 13, 2020, 5:00pm

Zoom Meeting

**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:**

Mary Jordan Lempesis, Katherine Ferguson, Nicole Johansen, Vincent Brennan, Lamarr Cooler, Reece Bertholf, Julia Wittschen-Price, Scott Lee, Mindy Farris

## **Leadership Team Present:**

Alison Thomas, Donna Haram, A.K. Harper

## **Call to Order:**

Meeting called to order at 5:03.

## **Public Session:**

- (I) Agenda approved.
- (II) We are in compliance with Freedom of Information Act.
- (III) No public comments.

## **People & Programs Committee:**

(I) Mindy Farris recommended by committee to be appointed to the Board, to fill the one vacancy. So moved, unanimously.

## **Finance Committee:**

- (I) Current financial position considering pandemic circumstances:
  - (i) Current cash reserves are favorable.
  - (ii) Funding from BCSD still coming as scheduled for 2019/2020 school year.
  - (iii) Unsure how the pandemic will affect federal USDA funding (for free and reduced meals). RCS has completed federal inquiry forms and is awaiting a conclusion.
  - (iv) Staff Compensation during school building closure:
    - (i) Salaries for teachers and leadership are secure for this year, and are receiving full pay.
    - (ii) Hourly employees (such as instructional assistants) are paid directly from BCSD funds (which are secure), so they are receiving their contracted incomes. They continue to support teachers in their distance learning work.
    - (iii) Tidewatch and Lunch Staff compensation is generated by the programs they run. Both programs run favorably, so RCS has been able to pay their entire March contracts. RCS is prepared to pay approximately \$20K for their April contracts, from discretionary funds.
  - (v) Some small increased cleaning costs and online platform costs that have been managed well by discretionary funds.

## **Director's Report:**

- (I) April allocation received. Payroll runs April 15 and it will be paid in full.
- (II) April 6 filed 135 ADM Headcount. (Revenue can be changed based on numbers on this day.) RCS to receive \$257,000 from Beaufort County MORE than budgeted.
- (III) BTR: Every major sponsor and most race participants donated all their funds to the school despite cancelation. Refunding about \$12,000 to race participants. There are some costs that cannot be mitigated (eg t-shirts and bibs). Overall, the event still raised some money for RCS.
- (IV) Capstone trips. All three canceled.
  - (i) Barrier Island: RCS received a credit for next year's trip. Parents have been refunded \$250 for each. RCS paid \$11,000 to parents, which will be paid by next year's second grade families. Currently their schedule for next year is full, so not planning to take next year's 3rd graders.
  - (ii) DC families received a full refund whether or not they purchased trip insurance. They paid directly to World Strides, and will receive refunds directly back from them. This company does have a trip insurance opt-in program.
- (V) Costa Rica: Chill Expeditions gave a partial refund, and Delta Airlines a full refund. Parents were refunded all but the \$250 non-refundable deposit. (Typically the school advises parents to buy independent trip insurance for cancelation. Families who have done so, have bought for about \$100.)
- (VI) Through BBT (RCS's bank), RCS applied for a federal payroll relief program for part-time employees.
- (VII) Lottery: 45 days since submitted to BCSD and OCR. No response from either yet.
- (VIII) No movement on charter renewal.
- (IX) Student Advancement
  - (i) The state has canceled state testing.
  - (ii) The state is encouraging schools to take attendance and stunt regression.
  - (iii) RCS teachers understand that 2021 will begin with content from the previous grade level. RCS is having vertical alignment conversations, so teachers can prepare to absorb part of the prior year's standards.
- (X) 97% of RCS students are participating in distance learning! School counselors are contacting whenever a student doesn't engage for a couple of days.
- (XI) Effectiveness of Distance Learning
  - (i) Teachers are requiring a lot of evidence of learning. Leadership team believes teachers are being as effective as possible under the circumstances.
  - (ii) Teachers and parents have done so much and have really stepped up. Incredible work and antidotal stories have been received. Lots of positive feedback from parents.
  - (iii) Resource students are also still receiving their accommodations in digital learning via resource teachers.
- (XII) Technology
  - (i) Some platforms RCS is using are occasionally overwhelmed and glitchy, but not enough to seriously disrupting learning plans.
  - (ii) Internally, no technology problems.
  - (iii) 60 personal devices were borrowed for K-5 students.
- (XIII) School to reopen Monday, May 4, per governor's orders.
  - (i) Will wear masks if directed.
  - (ii) May get creative with greetings.

(XIV) One positive COVID-19 case reported to RCS. Positive person was an RCS parent, and their student did not contract it.

(XV) Building Cleanliness

(i) 14 day quarantine on the school building planned before school resumes.

(ii) RCS's contracted maintenance company has already used anti-bacterial and viral cleaning supplies, and they did a more thorough cleaning right after closure. They have added cleaning vertical surfaces to their cleaning regimen.

(XVI) RCS Leadership Team working with assigned cohorts of staff. Leadership Team meets regularly via Zoom.

**Next Board Meeting:**

April 30, 2020, 5pm, Zoom.

**Approval of Minutes:**

Approved Minutes of February 20, 2020 Board Meeting Minutes.

**Adjourn:**

Meeting adjourned at 5:58pm.