

Board of Directors Meeting Minutes

Riverview Charter School

December 17, 2020, 6:00pm, Riverview/Zoom

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, Arthur O'Kelley, Mindy Farris, Julia Wittchen-Price, Reece Bertholf

Leadership Team Present: Sarah Cox, AK Harper, Liz O'Brien, Donna Haram

Public Present:

73 participants via Zoom.

Call to Order

Meeting called to order at 6:08pm.

Public Session

(I) Agenda approved.

(II) We are in compliance with Freedom of Information Act.

(III) Public comments to the board: Elizabeth Sanders, Betsy Halloway, Ivie Szalai, Kristi Black, Laurie Cooler, Donna Strebe, Amy Sumner, Laraine Fess, Susan Brown, Dennis Dalton.

(IV) Finance Committee

(i) November financial report.

- i. Revenue variances due to Tidewatch, Enrichment Programs, Field Trips and Lunch program closures due to Covid.
- ii. Base student funding is main source of income.
- iii. \$24,922 federal funding reimbursement through USDA was received in November for food provided to students for free during fall.
- iv. Favorable to budget \$20,000 for student activities expenses budgets for Empty Bowls and Field Trips.
- v. Based on BCSD expected Total General Fund Revenue of \$253 million for the 2020-2021 fiscal year, RCS should realize a significant increase in Base Student Funding. If realized, this adjustment will come through in the last 6 months of our school year.
- vi. Cash balance as of November 30, 2020 was \$2,056,392.

(ii) Policy statement for investment of school funds.

- i. RCS moneys are "public funds" and as such are not the sole discretion of RCS, but under strict guidelines.

- ii. Researched process of safety and care.
- iii. RCS funds are held by BB&T bank.
- iv. BB&T has merged with SunTrust and is now called Truist.
- v. FDIC insurance covers \$250,000 of the \$2,000,000. The remainder are “at risk.” BB&T pledges collateral (mortgage backed securities with FNMA and FMHLB) at 105%. Based on this, the default risk is low. However, there is some concern that all the funds are in one place. Economic deterioration could pose a risk. There is overall interest rate risk.
- vi. Conclusion of fund security research:
 - 1. Low default risk.
 - 2. Moderate interest rate risk.
 - 3. Overall risk low, but not negligible.
- vii. Recommendations:
 - 1. Use government guaranteed financial instruments to reduce default risk.
 - 2. Shorten duration of the portfolio.
 - 3. RCS is operating without a clearly defined investment management policy. Create one.
- viii. Motion: The Finance Committee of the Board of Directors will draft a proposed Investment Management Policy Statement to be reviewed at a future Board meeting.
 - 1. Support for diversification.
 - 2. Questions regarding fee schedule by diversification.
 - 3. State Treasurers Office monitors this fund monthly.
 - 4. Support because RCS’s balance is \$2 million, but nearly \$1 million is a PPP loan that may need to be returned.
- ix. Motion passed unanimously.

(V) People and Programs Committee

(i) Board election results report

- i. Election for (5) seats in the 2021-2022 term successful and complete.
- ii. Welcome Lauren Kelly, Trey Rivers, Carol Smalls-Jenkins, and MJ Simmons to the board. Welcome back Lamarr Cooler for a second term.
- iii. Thanks all those willing to serve on the board.
- iv. Thanks to Kevin McGuire for administering the technology component, Lindsay Kave for communication support, and to the People and Programs Committee: Katherine Ferguson, Julia Wittchen-Price and Nicole Johansen for administering the election.

(VI) Permanent Director Search Committee

(i) Hired John Williams Group, LLC.

- i. He has 25 years of experience.
- ii. He is putting together a recruitment team including teachers, administration, non-Riverview educators, community leaders. This committee will help share information with stakeholders, and also to help build the cultural information that informs the campaign.

(VII) Directors Report

- (i) Annual Report was prepared by AK Harper and is being reviewed. Will be submitted to BCSD on December 31, 2020, by the deadline.
- (ii) Points of Praise
 - i. Dean's List and Honor Roll in middle school emailed this week.
 - ii. Core value awards, including a new one for perseverance, awarded this week.
 - iii. Federal food program has been extended.
 - iv. Open Enrollment ads all set to go up in January. Families can enter the lottery at 12:01am on January 1, 2021.
- (iii) Director's Medical Advisory Committee created of several medical professional and met with Liz O'Brian, Nurse Bridgers and Sarah Cox in order to discuss Covid mitigation. Recommendations include:
 - i. Students cohort and teachers push into classrooms, based on CDC guidelines, to lower risk to a moderate level, during high index transmission rates.
 - ii. Extend virtual learning option for the remaining school year.
- (iv) Virtual learning update
 - i. During the full-virtual period from December 7-17, three positive covid cases among the school community have been reported to the school. No one experienced severe symptoms. By virtue of being all-virtual, no quarantines were required.
- (v) Recommendation regarding revised hybrid models and implementation
 - i. Leadership recommends all-virtual for the week January 4-8, 2021, in order to preemptively limit illness exposures due to travel and parties during the holidays.
 - ii. Full virtual learning option available to all students for the remainder of the school year. During hybrid, 153 students chose this option.
 - iii. High index: AABB, half of students attend onsite for two full days, according to last name, for grade 2-8. (Accommodations made for families with different last names.) Kindergarten and First Grade offered in-person 4 days/week. Teachers and aids will split class into two cohorts of 10 and be in separate rooms. Teachers will swap places. Staff children attend onsite 4 days/week.
 - iv. Medium index: 4 days onsite offered for all grades.
 - v. Low index: 5 days onsite offered for all grades. Tidewatch offered.
- (vi) Questions for Director Cox
 - i. Do most teachers support this revised plan? Yes.
 - ii. Do you envision having to reorganize classrooms? Will have to accommodate families with different last names and families who are full-virtual.
 - iii. In the past, there has been lots of concern regarding zoom students while they teach while teaching children onsite. They were concerned about teaching more than two or three on zoom. Is this still a concern among teachers? There was concern before it was done, but now that teachers have done it, and students have lived this, they are much more comfortable. They have transitioned through platforms well. They have learned more techniques. They can be successful with the right technology.

- iv. Could Tidewatch staff support second grade to be onsite 4 days/week?
Possibly. However, Tidewatch staff cover many duties. Leadership always seeks to support teachers as much as possible. Leadership feels like teachers can do it, and this AABB schedule provides complete safety measures, by separating all students by 6 feet in all classrooms, which teachers want.
- v. Are there any technology requests? Leadership has asked for request from teachers.
- vi. Are student allowed to switch between all-virtual and onsite whenever?
Decision must be chosen for an entire trimester, excepting for extended illness and during quarantine requirements.
- vii. Why Friday for the virtual day? The AABB with Wednesday for cleaning has been successful for the district. Cleaning staff assures a deep clean can be done Tuesday after school. Teachers want consistency between models. Friday all-virtual provides for review at the end of a week's lessons and one-on-one lessons.
- viii. IEP exemptions, to be offered 4 days/week onsite during AABB? Not at this time. Specialist teachers assure they can meet student needs during proposed AABB schedule.
- ix. Are Kindergarten and First Grade teachers amenable to the AABB plan for them, and are classrooms available for such? This plan is not solidified yet. Still need to check with teachers and secure classrooms.
- x. Is it possible to order, install, and train on new microphones and technology needed by January 11, 2021? I believe so.

(VIII) Board discussion regarding onsite and virtual learning for 2020-2021 school year

- (i) Motion to accept recommendation of the Director to extend the virtual platform option for the remainder of the school year.
- (ii) Discussion:
 - i. We want to respect families, meet their needs, and keep families at RCS.
 - ii. Students who don't engage on zoom? What does RCS do? Guidance counselors are reaching out when students don't participate.
 - iii. Motion passes unanimously.
- (iii) Motion to accept recommendation of Leadership that RCS remain all-virtual January 4-8, 2021, and resume in-person learning option January 11, 2021.
 - i. Discussion:
 - (i) Staff to teach from home so that they would be quarantined as well.
 - (ii) As there were few covid cases after Thanksgiving, this seems prudent.
 - (iii) Motion passes unanimously.
- (iv) Discussion regarding revised hybrid models:
 - i. Tidewatch during AABB? The goal during this platform is to cohort, and Tidewatch would require mixing, so no.
 - ii. Some say hybrids are the worst model because then people are out doing other things, rather than spending their time at the same place with the same students.

- iii. Can we meet early in January? Or later in the month? We need to digest and consider and get more specifics. However, teachers and families need time to plan.
- iv. How can BCSD start January 4, 2021 on 5-days onsite, and Riverview move from 4 days/week onsite to 2 days/week onsite? Recognition that they may change their plan before then, or have a bad result change it after implementation.
- v. Withdrawals since November have been due to moving out of state, not movement to other schools.
- vi. Are K & 1 teachers and aids prepared to split as suggested in the AABB? It's an intention; don't have confirmation.
- vii. RCS may be under tremendous pressure due to BCSD plan to return 5 days onsite.
- viii. Desire to have this plan in writing, with details confirmed, before voting.
- ix. Board can meet December 29, 2021 to vote on this plan. Ms. Cox will solidify this plan and email it to board in advance of the meeting for review.
- x. Commend Ms. Cox and Leadership team for the work on this plan.

Next Meeting

Tuesday, December 29, 4:30pm, RCS and Zoom.

Adjourn

Meeting adjourned at 8:52pm.