

Board of Directors Meeting Minutes

Riverview Charter School

Monday, March 24, 2025, 6:00 pm, RCS Conference Room

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:

Board of Directors: Erica Martin – Chair, Kim Dudas- Past Chair, Starr Hayes – Vice Chair, Blakely Williams – Secretary, Beth Patrick-Treasurer, Carl Alston, Bridget Norton, Maurice Greenleaf, Kathy Parks, Jonetta Green

Leadership & Staff Present: Davontae Singleton - Director, Jenna Gow, Karen Miller, Nan Burvenich, Meghan Pierro

CALL TO ORDER:

Meeting called to order at 6:06 p.m.

APPROVAL OF THE AGENDA:

A motion was made to approve the agenda. The motion received a proper second and carried unanimously.

PUBLIC SESSION:

The Chair confirmed the Board is in compliance with the Freedom of Information Act. Staff, parents, RCS community at large, BCSD, and news outlets notified of the meeting and notice was posted to school in March 2025.

PUBLIC COMMENT:

There was no public comment offered.

FINANCE REPORT:

A presentation was made by our financial partner Veris. Veris & Director Singleton reviewed the monthly and YTD financial reports. Comments were made about high student balances and non payment concerns. Comments were made about the 135 Day mark where financials could be impacted. At this time, RCS is on target with funding with ~33% of the budget to go. School continues to trend with a surplus. Board discussed action items to reclass several areas of the budget to account for line items that were under-budgeted/over-budgeted.

Director Singleton & Finance Chair Patrick continue to work on the 25-26 RCS Budget. First reading of the 25-26 budget will be in May.

DIRECTORS REPORT:

Director Singleton briefed the Board of Directors on the following:

- RCS Bad Debt Discussion - Breakfast & Lunch Discussion
- Weather Days Forgiveness - **Board Action**
- Finance Committee Request for Budget Reclassification - **Board Action**
- 24-25 Lottery Process Update for SY 25-26
- RCS Beaufort Twilight Run
- Kaleidoscope Art Festival
- Traffic Safety Concerns on Savannah Highway
- Community Engagement - K. Greene
- Legislative Updates Provided

COMMITTEE UPDATES

Chair Erica Martin reviewed the board members participation expectations on the current committees as well as the need to recruit the appropriate leadership to each of our committees.

DISCUSSION AND ACTION

Erica Martin discussed the partnership with Leaders Building Leaders (LBL) who will assist with our Strategic Planning process. Some discussions about the cost of services were brought up. Strategic planning survey will take place for RCS stakeholders (staff, teachers, parents, community partners) prior to the Board Retreat which is scheduled for June 14, 2025. **A motion was made by David Mussleman for the BoD to authorize the Board Chair to initiate a contract of engagement with LBL to assist in developing a strategic plan. The motion received a proper second and carried unanimously.**

Discussion took place regarding Budget Reclassification of line items in the 24-25 FY Budget. **A motion was made by Beth Patrick for the Board to approve the reclass of several budget items that were under-budgeted. The motion received a proper second and carried unanimously.**

Discussion took place regarding Weather Day forgiveness. **A motion was made by Kathy Parks for the Board to waive the remaining 2 weather make-up days. The motion received a proper second and carried unanimously.**

Erica Martin recommended Bridget Norton to serve as the Riverview Charter School BoD Secretary for the remainder of the physical year. **A motion was made by Kathy Parks for the Board to appoint Bridget Norton to the position of Board Secretary for the remainder of the Board term (Dec. 2025). The motion received a proper second and carried unanimously.**

CONSENT AGENDA

The minutes from the January 6, 2025 & Feb. 22, 2025 board of directors meeting were submitted. There was a motion and a second to approve and these minutes were adopted.

EXECUTIVE SESSION

The Board moved to Executive Session for the purpose of discussing an open Board seat position.

PUBLIC SESSION

There was a motion and a second to approve resuming the public session.

DISCUSSION AND ACTION

A motion was made by Bridget Norton for the Board to appoint Geneva Baxley to fill the open Board Seat for the remainder of the Board term (Dec. 2025). The motion received a proper second and carried unanimously.

BOARD MEMBER COMMENTS

Erica Martin discussed the need for the board to create a draft policy of Political Neutrality in the Educational Setting. Board would consult with the school's attorney on this draft policy.

The next Board Meeting is scheduled on Monday, May 19, 2025.

ADJOURN: A motion was made to adjourn the meeting. The motion was properly seconded and followed with unanimous approval. The meeting adjourned at 7:53 PM