BOARD OF DIRECTORS MEETING MINUTES

RIVERVIEW CHARTER SCHOOL

MONDAY, JULY 19, 2026, 6:00 P.M. 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: Erica Martin, Bridget Norton, Geneva Baxley, David Musselman, Beth Patrick, Miranda Gardner, Christina Gecy and Kathy Parks. Maurice Greenleaf was absent and, thus, abstained from all voting.

Leadership & Staff Present: Nan Burvenich, Jenna Gow, Daniel McKeown, Haley Romeo and Davontae Singleton.

Public present: Carly Scarboro

CALL TO ORDER

Meeting called to order at 6:07 p.m. by Erica Martin.

APPROVAL OF AGENDA

May 2026 agenda was approved without objection. (Beth Patrick moved, David Musselman seconded)

STATEMENT OF COMPLIANCE

The Chair confirmed the Board is in compliance with the Freedom of Information Act. Staff, parents, RCS community at large, BCSD, and news outlets were notified of the meeting and notice was posted to school in July 2026.

PUBLIC COMMENT

No public comment was offered.

BRAND PRESENTATION

Carly Scarboro partnered with RCS Board and Leadership to re-imagine our visual branding and presented the refined branding.

VOTING SECTION

- **ADOPTING REFIND BRAND**

Refined brand was approved without objection. (Bridget Norton moved, David Musselman seconded)

- **CSSI CONTRACT**

Beth Patrick brought a motion to dissolve Riverview Charter School's relationship with CSSI as we begin to evolve our security systems and processes with other entities and equipment. David Musselman properly seconded the motion. All members present voted in favor except Geneva Baxley opposed the motion.

- **RENOVATIONS OF ELEMENTARY COMMONS**

Bridget Norton made a motion to approve a $60,000 elementary commons building modification project in partnership with Beaufort County School District identified as Option 4 in the Director's Report. Beth Patrick properly seconded the motion. All opposed.

DIRECTORS REPORT SUMMARY

A special thank you to Jenna Gow for the welcome to Riverview yard sign design and delivery for our new Kindergarten students.

Ms. Brutcher provided a summary in the Director's Report of the success of Stingray Scholars. Hopeful to find 2026/2027 funding as well as to expand the program to middle school students.

Continuing to monitor legislative updates and compliance.

FINANCE REPORT

- Staff Retention Bonus Request Vote

Bridget Norton made a motion for a one-time retention bonus payable on the July 30, 2026 pay period ($1,000 for certified staff, $500 for classified staff, $250 for part-time staff). David Musselman properly seconded the motion. All voted in favor.

Total 2026/2026 budget year surplus was $184,311 prior to payment of one-time retention bonus approval and payment.

- Lease Agreement Update

Mr. Singleton is prepared to execute new lease agreement. Riverview will see an annual net reduction in total lease, maintenance and administrative costs of over approximately $100,000.00.

- Current Financial Overview

Total revenue for the year reached $12,419,855 while total operating expenditures totaled $12,145,874 resulting in an operating surplus of approximately $273,981. After accounting for Board-approved reserve expenditures, including employee retention bonuses, the school closed the fiscal year with a net income of $184,311. These results reflect sound fiscal stewardship and position Riverview well as we enter the 2026/2027 school year.

Total assets increased to approximately $4.37 million, while total liabilities remained modest at approximately $530,000 resulting in total equity of approximately $384 million.

- Final Read of 2026/2027 Budget/Motion to Approve Budget

Beth Patrick made a motion to approve the FY27 budget "two" as presented by Mr. Singleton. David Musselman properly seconded the motion. All present members voted in favor.

ADVANCEMENT COMMITTEE UPDATE

Year in Review: $21,605.00 in Stingray Legacy Fund which launched in February 2026. Riverview Annual Fund totals $39,305.00. All fundraising combined for FY 26 totaled $197,678.00 with 401 recorded donors.

EXEUTIVE SESSION

Beth Patrick made a motion to go into executive session. Erica Martin properly seconded the motion. All present members voted in favor.

RESUME PUBLIC SESSION

Bridget Norton made a motion resume public session. Kathy Parks properly seconded the motion. All present members voted in favor.

The Board approved Mr. Singleton's FY 26 bonus and FY 27 compensation.

ADJOURN

No actions from executive session. A motion was made to adjourn the meeting. The motion was properly seconded and followed with unanimous approval. The meeting adjourned at 8:55 p.m. The next board meeting is August 17, 2026 in the RCS Conference Room.