

RCS BOD MEETING MINUTES

May 19, 2022

CTO/Pledge of Allegiance, 5:00 p.m.

Present: Headmaster: Derek Anderson, Deputy Headmaster: Domenic Carpine, President: Teresa Schuemann, Vice President: Kelly Trosper, Secretary: Elizabeth Hamlin, Member at Large: Kristina Menon
Absent: Treasurer, Mrs. Stanton

Community Members: Ms. Cohen, Mrs. Daigneault, Mrs. Mount, Mr. Rankin

Motion: Move to adopt minutes and action review.

Moved: Mr. Trosper
Second: Mrs. Menon
Vote: Unanimous

Board Reports

Headmaster: Mr. Anderson provided school updates since the last report on April 21, 2022. The Board was apprised on issues including student events and faculty hires.

Deputy Headmaster: Mr. Carpine gave an overview of discipline referrals, facilities, and standardized testing.

Dean of Students: Provided a mental health update and a list of upcoming events.

Academic Dean: Apprised the board on issues including curricular compliance and college advising.

Admissions: Both Welcome the Middle School and Welcome to High School nights were well attended, as were Kindergarten Orientation & Visitation Day.

Registrar: Shared a report with 2nd term honor roll and noted that students have schedules for next year.

Attendance: Mrs. Peyronnin's report includes absent and tardy data for April 2022.

Information Technology: Mr. Ubaña is addressing the All Copy increase and managed to get it reduced.

Media: Provided information in media platforms; new 1st grade camping trip video is out along with a new Podcast featuring Mr. Binder.

President: To Mr. Anderson, "Thank you for state of school address, well done." Appreciation for Mrs. Menon's work on Welcome to Kindergarten, Middle School, and High School events. Much gratitude to Mrs. Peyronnin, Mr. Anderson, and Mr. Carpine for all the efforts going into hiring the best faculty and staff for our students. Finally, a big thank you to Administration for all the event organizations including Middle School Day, End of Year Picnic, upcoming Summer Parent reading group and many other events for our community to enjoy. Apprised the members on contracts signed on behalf of the Board: CLA Audit, PSD charter addendum for our contracted services, Employment contracts for incoming faculty, TAs, and staff. Election Committee: Elections have been completed according to bylaws and policies. Quorum was not attained. Thanked the election committee: Mrs. Houdesheldt, Mrs. Huddleston, and Mrs. Smith. Further gratitude to the Board candidates for all their efforts, citizenship, and perseverance.

Vice President: (Gave his last official Board report) SAC- need to seat the committee members ASAP b/c UIP due in October. He offered thanks to the SAC, esp. with surveys and Thank you to the Board candidates and their efforts in running for the open Board seat. Plus, Thanks you to Mr. Anderson for the State of school address. "Congrats to seniors, well done on completing RCS experience. Best of luck moving forward." Also, "Thank you, Mr. Anderson in driving RCS for excellence in the school"

Secretary: Volunteer Report review: April 2022 volunteer hours are more than double the average for the month.

Treasurer: Dr. Schuemann presented in Mrs. Stanton’s absence

Merit Pay Reserves: The Board voted to move \$73,725 from merit pay reserves and pay it out this year, after amending it from \$65,225.

Moved: Dr. Schuemann
Second: Mrs. Menon
Vote: Unanimous

Member at large: Included a discussion of news events as related to PSD.

Board Business

Policy SE 2.0 Attendance: Motion to adopt this policy as follows:

Regular attendance is important to ensure achievement in school. We discourage outside appointments, vacations, and trips taken during the school year. When scheduling conflicts are unavoidable, students are responsible for any make-up work accrued during their absence.

Excused Absence/Tardy: The following will be considered excused absences:

- Absences for medical, mental, or emotional reasons
- Pre-arranged absences must be approved by a headmaster (e.g., visits to colleges or scheduled performance or sports-related activities)
- Attendance at any school-sponsored activity
- Bereavement

Ridgeview may require suitable proof of excused absences, including written statements from medical sources.

To Report An Absence: If your child is absent because of illness or an appointment for which we have not been notified previously, please call to make us aware of the situation before classes begin. Please notify the school every day your child is to be away from school. Office staff will place calls daily to parents for unaccounted absences.

Unexcused Absences: If a student has more than four unexcused absences in one month or ten in one academic year, the student may be classified as habitually truant according to Colorado Revised Statute (C.R.S) 22-33-104. An unexcused absence is defined as an absence that is not covered by one of the foregoing exceptions. A parent/guardian of the student receiving an unexcused absence will be notified by the school.

Late Arrival/Tardiness: Tardiness is a form of absence and interferes with student learning. Disruption and loss of instruction time result when students are not in their classrooms ready to begin learning on time. In the Intermediate and High School, promptly at class start time, doors to classrooms are closed and instruction begins. Parents are expected to have their students at school a minimum of five minutes prior to the start of classes. Tardy students should be checked in at the office by their parent or guardian before going to class. Three or more unexcused tardies or five or more excused tardies in one class during one academic term may result in disciplinary action and/or academic penalties.

Extended Excused Absences: Extended excused absences will include, but are not limited to, acute or chronic illnesses/injuries, a terminally ill family member, or family death. Due to the individual nature of extended excused absences, each instance will be handled on a case-by-case basis by a headmaster.

Closed Campus / Student Check-out: Ridgeview is a closed campus and a student may not leave campus for lunch unless signed out and accompanied by his or her own parent or guardian. In order for a student to be signed out, a parent must either come in person to the school or provide a written letter for recurring events. A student may only leave an activity or event with his or her own parent or guardian unless prior written authorization is given to the teacher or sponsor. No student may leave campus without the express permission of his or her own parent per occurrence. Recurring permission must be approved by a headmaster.

NOTE: After School Program: There are many after-school activities available to Ridgeview Classical Schools' students. If students are not participating in a scheduled event or activity, they are not to be in the building. All students who have not been picked up 30 minutes after the school day ends will be allowed to use the phone to call a parent but must wait outside until transportation arrives.

Moved: Dr. Schuemann
Second: Mrs. Menon
Vote: Unanimous

Policy AP-1.0 Educational Priorities: Motion to move to a third reading.

Moved: Mrs. Menon
Second: Mr. Trosper
Vote: Unanimous

Policy M 1.4 Donations: Motion to move to 3rd & final reading, then amended motion to adopt this policy as follows:

Ridgeview Classical Schools gratefully accepts financial donations. All donations of \$5000 and above, including anonymous donations, need to be first submitted to the Headmaster and the President of the Board. Directed donations will only be used in accordance with the donor's request once the Board ensures the request fits within the vision, mission, philosophy, and priorities of the school. Undirected donations will be directed by the Board to areas of greatest need, in accordance with RCS philosophies, priorities, and programs (details are outlined on the RCS Donation Form).

Moved: Mrs. Hamlin
Second: Mrs. Menon
Vote: Unanimous

Policy SE 4.0 Discipline: Motion to move to second reading then motion withdrawn. Motion to table Policy SE 4.0 pending further input from the administration.

Motion: Dr. Schuemann
Second: Mr. Trosper
Vote: Unanimous

Policy SE 4.05 Sexual Harrassment: Adopt as new policy:

The Board of Directors recognizes that sexual harassment can interfere with a student's academic performance and emotional and physical well-being, and that preventing and remedying sexual harassment in schools is essential to ensure a nondiscriminatory, safe environment in which students can learn. In addition, sexual harassment is recognized as a form of sex discrimination and thus is a violation of the laws that prohibit sex discrimination, as addressed in the board's policy concerning unlawful discrimination and harassment.

School's commitment

Ridgeview Classical Schools is committed to maintaining a learning environment that is free from sexual harassment. It shall be a violation of policy for any staff member to harass students or for students to harass other students or staff members through conduct or communications of a sexual nature or to retaliate against anyone that reports sexual harassment or participates in a harassment investigation.

Ridgeview Classical School shall investigate all indications, informal reports, and formal grievances of sexual harassment by students, staff, or third-parties, and appropriate corrective action shall be taken. Corrective action includes taking all reasonable steps to end the harassment, to make the harassed student whole by restoring lost educational opportunities, to prevent harassment from recurring, and to prevent retaliation against anyone who reports sexual harassment or participates in a harassment investigation.

Sexual harassment prohibited

Unwelcome sexual advances, requests for sexual favors, or other verbal, non-verbal or physical conduct of a sexual nature may constitute sexual harassment, even if the harasser and the student being harassed are the same sex and whether or not the student resists or submits to the harasser, when:

1. Submission to such conduct is made, either explicitly or implicitly, a term or condition of a student's participation in an education program or activity.
2. Submission to or rejection of such conduct by a student is used as the basis for education decisions affecting the student.
3. Such conduct is sufficiently severe, persistent, or pervasive such that it limits a student's ability to participate in or benefit from an education program or activity or it creates a hostile or abusive educational environment. For a one-time incident to rise to the level of harassment, it must be severe.

Any conduct of a sexual nature directed by a student toward a staff member or by a staff member to a student is presumed to be unwelcome and shall constitute sexual harassment.

Acts of verbal or physical aggression, intimidation, or hostility based on sex but not involving conduct of a sexual nature may also constitute sexual harassment.

Sexual harassment, as defined above, may include but is not limited to:

1. sex-oriented verbal "kidding," abuse or harassment,
2. pressure for sexual activity,
3. repeated remarks to a person with sexual implications,
4. unwelcome touching, such as patting, pinching or constant brushing against the body of another, suggesting or demanding sexual involvement accompanied by implied or explicit threats concerning one's grades or similar personal concerns,
5. sexual violence.

Reporting, investigation, and sanctions

Students are encouraged to report all incidences of sexual harassment to either a teacher, administrator, counselor, or principal in their school building and file a complaint through the school's complaint and compliance process. All reports and indications from students, district employees, and third parties shall be forwarded to the Title IX Coordinator.

All matters involving sexual harassment reports shall remain confidential to the extent possible as long as doing so does not preclude the school from responding effectively to the harassment or preventing future harassment. Filing of a complaint or otherwise reporting sexual harassment shall not reflect upon the individual's status or affect grades.

In determining whether alleged conduct constitutes sexual harassment, the totality of the circumstances, the nature of the conduct, and the context in which the alleged conduct occurred shall

be investigated. The investigator must apply a presumption that the respondent is not responsible for the alleged conduct during the course of the investigation. No disciplinary sanctions or other actions that are supportive measures may be imposed against a respondent until the completion of the investigation and determination of responsibility.

Any student found to have engaged in sexual harassment shall be subject to discipline, including but not limited to being placed under a remedial discipline plan, suspension, or expulsion, (subject to applicable procedural requirements and in accordance with applicable law.) Conduct of a sexual nature directed toward students shall, in appropriate circumstances, be reported as child abuse for investigation by appropriate authorities in conformity with applicable law and Board policy.

Appeal

The investigation is closed after the decision is issued, unless either party appeals the decision within 10 days by making a written request to the decision-maker. The grounds for an appeal are limited to the following bases:

- a.) Procedural irregularity that affected the outcome of the matter.
- b.) New evidence that was not reasonably available at the time the determination regarding responsibility or dismissal was made and that could affect the outcome of the matter; and
- c.) The Title IX Coordinator, investigator, or decision-maker had a conflict of interest or bias for or against complainants or respondents generally or the individual complainant or respondent that affected the outcome of the matter.

Title IX Coordinator email: TitleIXCoordinator@ridgeviewclassical.org

Motion: Mrs. Menon
Second: Mr. Trospen
Vote: Unanimous

Board Business – Discussion Items

Covid Update: just a few cases have been reported

Charter Advocacy Coalition (CAC): Motion for RCS to join the Charter Advocacy Coalition

Motion: Dr. Schuemann
Second: Mr. Trospen
Vote: Unanimous

Summer Board retreat: Tentatively for June 15 & 16

Board Appointment: To appoint Mr. Rankin to seat D for a 3-year term from July 2022- June 2025.

Moved: Mr. Trospen
Second: Mrs. Hamlin
Vote: Unanimous

Extended Field Trip: The Board approved a proposed extended field trip to France to visit Paris and WWII sites in June 2023, as planned by Mrs. deMunsuri and Mr. Herndon.

Moved: Dr. Schuemann
Second: Mrs. Menon
Vote: Unanimous

Community Comments: Ms. Cohen shared comments with the Board.

Adjournment

Motion made to adjourn meeting.

Moved: Mr. Trospen
Second: Mrs. Menon
Vote: Unanimous

Open Meeting adjourned: 8:37pm
Reopened at 11:33pm and readjourned at 11:36pm

Next Open Meeting in August/September 2022 at a time and date to be determined.