

RCS BOD MEETING MINUTES

Meeting Date: NOVEMBER 11, 2021

CTO/Pledge of Allegiance, 5:00 pm

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

Community Members: In person: Mrs. Douglas. Via Zoom: Mrs. Maher, Mrs. Cohen (6:30pm), Mrs. Mount (5:20pm).

Motion: Move to adopt consent agenda, minutes, and action review.

Moved: Mrs. Menon

Second: Mr. Trospen

Vote: Unanimous

Board Reports

Headmaster: Mr. Anderson updated the board on letter to Larimer County Department of Public Health's ninth mask mandate, schedule tuning for elementary, and gym schedule conflicts. Update on academics: state of study skills, homework management, math scores, PSD letter regarding RIGGS program. Community Updates: parent reading groups, Turkey Shoot, Headmaster's Coffee, and student trips. Led discussion around changing how conferences are conducted.

Deputy Headmaster: Mr. Carpine reported on disciplinary referrals. Character of student body: language and dress code enforcement has been better. Facilities updates and security concerns: Disinfecting and sterilizing will go through school year. PAC rental status. Security reports. Tests: PSAT/NMSQT & PSAT 9 were proctored on October 13. AP exam order deadline is November 15. Employees: Still interviewing to fill the TA positions.

Dean of Students and Student Services: Report on 504s, IEPs, and mental health check-ins. Update on READ Act: Benchmark 1. Update on clubs and sports.

Academic Dean: Report regarding department head and new teacher observations. Mid-year check-ins by grade will begin in January. Update from math department regarding curriculum progress, challenge surrounding new student's curriculum gaps. Summary of projects completed, College Advising, Curriculum Review Committee, standardized testing analysis given. Intensive review of math curriculum has begun.

Admissions: Admissions numbers and lottery updates were reviewed and discussed. Discussed enrollment strategies for kinder and upcoming enrollment projects and events.

Registrar: Teacher reports for the district have been started. Master and elementary schedules for next year have been started. All reports in PowerSchool have been updated to reflect our new schedule.

IT: Provided information for replacement printer in front office. Update on contract changes in the resource room, changes to cloud storage, and migration of mail software licenses.

Media: Report on RCS website and social media platforms, current projects, advertising, and competitiveness with other schools in regard to media. There are currently ads on Facebook, Instagram, and Google. Discussion regarding promotional video.

President: Thanks to Mr. Anderson for his work on the charter advocacy communication. Mr. Carpine, thank you again for staying on top of the covid situation, I know it is a lot of work in addition to your normal duties. Thank you to the administration for the time they've put into planning the Turkey Shoot event. The contract with All Copy has been fully executed. A contract with our payroll servicing company, iSolved Treasury has been signed. Mrs. Hayhurst has provided additional information about the outdoor trips and what their purposes are. We'll discuss the outdoor program at retreat. **Election Committee:** The committee has fulfilled all the necessary

announcements of the upcoming election in the September *Nuntius*. We will schedule a meeting when SAC chair is decided.

Vice-President: School Accountability Committee will meet again next month to seat two new members, select officers, discuss deliverables and timelines. The main focus from here on out will be on Parent and Teacher Surveys. SAC chairperson will be elected and reported for Election Committee membership.

Secretary: Reviewed volunteer report by Mrs. Douglas, who still needs a CVC Coordinator. October volunteer hours were up substantially in October. Background checks occur every three years. Checks are tracked via spreadsheet and an email is then generated when a check is due for a particular volunteer.

Treasurer: Financial reports for the month came in late due to audit work. Moving forward full financial reports will be available in our Dropbox folder for review. The summary report from the accountant will be included in our Board packets. We should be around 33% now and we're running around 31%. I'm adjusting salaries and I've added \$20,000 for tech and we're looking at a surplus as of now. We'll be reviewing final budget soon. Phone and utilities are running high and needs to be investigated with Mrs. Evans.

Member at Large: Thank you to all the parents who attend our monthly and weekly reading groups. Participation is at all-time high, and the conversations are deep and meaningful and contribute to building a tighter community which is vital to the school. Expressed appreciation for Mr. Anderson and Mr. Carpine for their participation in Story Time for kindergarten through third grade. Thank you to Mrs. Hayhurst, Ms. Rasor, and Mrs. Houdesheldt as the non-committee members who put a lot of time and effort into putting together the Christmas invitations. Thank you also to Mrs. Peyronnin, Mrs. Houdesheldt, Mrs. Hayhurst, and Ms. Pritchett for the incredible amount of time and work that went into planning the Turkey Shoot. Trick-or-Treat Street was listed as one of the top 12 places to be in Fort Collins for Halloween. Fort Collins Lifestyle magazine featured our First Responders Day event. Having attended *Seussical the Musical*, it was nice to see everyone out from under the covid cloud enjoying a normal event. Legislative: Union won big in the local school board elections. Gov. Polis is gearing up for re-election and is proposing to have the biggest increase ever in education spending. There is talk about a one-time paydown of \$150M to tap into instead of applying a negative factor when it's necessary to lower PPR.

Board Business

Policy AP- 7.5: Eligibility, 2nd Reading: *Motion to move policy to a 3rd reading.*

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

Employment and Employment Performance Policies: Editorial Corrections: *Motion to change "Principal" to "Headmaster" and change "Vice Principal" to "Deputy Headmaster" in the Employment and Employment Performance Policies section of the handbook.*

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

Policies affected:

Principal to Headmaster: Policy E-2.0 Employment Application, E-2.1 Faculty Hiring Process, E-6.2 Family Medical Leave Policy, E-7.0 Business Hours, E-7.1 Work Schedule, E-8.0 Standards of Conduct, E-8.11 Professional Development and Reimbursement, E-8.15 Responsibility for Adherence to the RCS Mission and Philosophy, E-8.15 Responsibility for Adherence to the RCS Mission and Philosophy, E-8.16 Curriculum Oversight, E-8.5 Harassment and Discriminatory Behavior, E-8.6 Drug Free Workplace, E-8.7 Employee Grievances, E-8.8 Personal Matters, E-10.0 Intellectual Property Rights, EP-2.5 Workers' Compensation, EP-4.0 Performance Reviews.

Assistant Principal to Deputy Headmaster: Policy E-6.2 Family Medical Leave Policy, E-7.1 Work Schedule, E-7.16 Software installation; Equipment usage.

Policy E – 8.6 Curriculum Oversight: Move Policy E-8.6 to a second and final reading.

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

Charter Advocacy Communication: The Board unanimously approved the signing of the Charter Advocacy Letter to support parental choice for masking and to support the communication of information regarding future meetings with policymakers.

Board Business - Discussion Items

COVID Update: Up-to-date numbers available on Edsby "COVID Counter". County-wide mask mandate again in force. Discussion regarding the effects that all of the COVID guidelines are having on the students and faculty discussed.

Charter Advocacy Communication: Discussion regarding the content of the Charter Schools' public statement regarding the necessity of parental choice in decision for masking and other issues regarding COVID-19 occurred. Agreement with Ridgeview's participation in this communication including the signatures of the Headmaster and Board President on a public statement was expressed. Publication of this statement will be in the weekend's issue of the Coloradoan as a purchased full-page ad. .

Charter Advocacy Coalition: Dr. Schuemann gathered information regarding the CAC from Board member, Ben Friesen. Current CAC board is comprised of four members since one resignation. Per Mr. Friesen the vacancy will likely be filled with someone from the southern part of the state since there are currently two members from Denver area and two from Fort Collins area. Mr. Friesen discussed many successful lobbying efforts throughout this first year and a summary was provided for review and discussion. Concern was expressed that some charter schools are overrepresented on the Board and general consensus was to further investigate our options for advocacy. Mr. Anderson will discuss the other advocacy organization that has formed in the Colorado Springs area and report at next meeting.

Christmas Party: Invitations have been made (thank you Mrs. Menon) and are ready for pickup at the Front Desk. RSVP are coming in and we estimate 100 – 115 guests. The community has been generous thus far and direct communication via email will be prepared and distributed requesting further donations particularly for door prize gift cards. Dr. Schuemann will attain final RSVP counts and confirm the number with Tapestry House on Friday.

2021-2022 Board Calendar: Discussion about Winter Retreat time/place. February 18th was decided upon (BOD meeting on the 17th) at Edwards House if available.

Fundraising: Hoedown Funds: Discussion about the use of Hoedown funds occurred with possibilities being a van that would be prioritized for Athletics. Mr. Carpine will take suggestions to the Hoedown committee for consideration.

Community Comments - none

Adjournment

Motion made to adjourn meeting.

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

Open Meeting adjourned: 8:15 PM, Next meeting is currently scheduled for December 9, 2021 at 5PM in R2 Conference Room