

# RCS BOD MEETING MINUTES

Date: August 24, 2023

---

CTO/Pledge of Allegiance, 5:05 p.m.

**Board Members Present:** Headmaster: Mr. Anderson, Deputy Headmaster: Mr. Carpine, Vice President: Mr Rankin, Secretary: Mr. Ryder, Member-at-Large: Mrs. Menon, Treasurer: Mrs. Mount

**Community Members Present:** None

**Motion:** To adopt May 2023 consent agenda: August 2023 agenda, May 2023 minutes, May 2023 Action Review, Policy G-2.0, Policy AP-9.01, Security funding from reserves.

Motion: Mrs. Menon  
Second: Mrs. Mount  
Vote: Unanimous

**Motion:** To shift board business and discussion to the beginning.

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

---

## Board Reports

### Headmaster

- Report on parent comments re: rollout of new PE policy, as well as issues relating to equipment orders
- Shared a few incidents that made it an odd start for the year; praised admin for making it seem normal to students and families.

### Deputy Headmaster

- Reported on monitors – has sufficient interest in remaining open positions

### Dean of Students and Student Services

- None

### Academic Dean

- None

### Admissions

- None

**Registrar**

- None

**Attendance**

- None

**Information Technology**

- None

**Facilities Manager**

- None

**Media**

- None

**Business Office**

- None

**President:** Reported on summer activity including signing contracts with faculty staff and vendors for the coming year as well as switching accounts to reflect current roles.

**Vice President**

- None

**Secretary**

- None

**Member-at-Large**

- None

**Volunteer Coordinator**

- None

**Treasurer:** Reported on meeting with finance team and business office changes to update efficiency. We should expect an audit report in September – no problems are anticipated. Also reported on actions of the fundraising committee, including Numis team meeting.

**Motion:** To end the scrip program and purchase remaining stock of scrip cards for Families in Need Fund and teacher appreciation.

Motion: Mr. Ryder  
Second: Mr. Rankin  
Vote: Unanimous

---

## Board Business

### Appointments

**Motion:** To appoint Mr. Rankin as president, Mrs. Mount as treasurer, Mr. Ryder as secretary, Mrs. Menon as member at large

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

### Policy Section Handbook Assignment

**Motion:** Assign policy handbook sections as follows: Mr. Rankin - government, business, and miscellaneous; Mrs. Mount - employment; Mrs. Menon - academic programs; Mr. Ryder- school environment

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

### RCS Committees and sub-committees

**Motion:** To renew the following committees: legislative, school accountability, election, finance, fundraising, and security.

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

### Committee assignments

**Motion:** To appoint committees as follows: election and security liaison, Mr. Rankin; finance and fundraiser, Mrs. Mount; SAC, Mr. Ryder; volunteer and legislative, Mrs. Menon.

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

### Bookstore Budget

**Motion:** To allocate up to \$15,000 for bookstore spending this year

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

---

## Discussion Items

Seat E – Discussion: Board members discussed conversations that had taken place with a potential candidate to fill the vacant seat.

### Legal Counsel

Our previous attorney is no longer performing services for charter schools as of the end of September. Mr. Rankin and Mr. Anderson have met with possible representation for future needs.

**Motion:** To empower Mr. Rankin and Mr. Anderson to sign a letter of engagement with new legal representation, pending results of a final meeting.

Motion: Mr. Ryder  
Second: Mr. Rankin  
Vote: Unanimous

### Extended field trips

**Motion:** To approve extended field trips as submitted.

Motion: Mr. Rankin  
Second: Mrs. Mount  
Vote: Unanimous

### Board Meeting Schedule

**Motion:** To set meetings for the coming year as follows: September 19<sup>th</sup>, October 19<sup>th</sup>, November 16<sup>th</sup>, December 7<sup>th</sup>, January 18<sup>th</sup> (noon), February 15<sup>th</sup>, March 21<sup>st</sup>, April 11<sup>th</sup>, May 9<sup>th</sup>. All meetings begin at 5pm unless otherwise noted.

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

---

## Community Comments

- None

---

## Adjournment

**Motion:** Motion to adjourn open meeting.

Motion: Mrs. Menon  
Second: Mrs. Mount  
Vote: Unanimous

Open Meeting adjourned: 7:52 pm. Next meeting of the board is on September 19<sup>th</sup> at 5pm.