River View Chartered Public School

Board of Trustees Meeting Agenda

March 12, 2024; 3:30 pm – 4:30 pm

Agenda

I.	Welcome	Stephanie
II.	**Board Vote** to accept previous month's minute	Board
III.	Head of School Report	Heather
IV.	Items to add	All
V.	Treasurers Report	Julie
VI.	Adjourn	Stephanie

Head of School Report March 12, 2024

RVCPS

- Looking for 1 teacher, 24 students to meet needs
- Enrolled first new student since August!
- rolled out new rules/new semester (Jan 26)- update, seems to be going well
- Need to work towards accepting more students- update,
    - sent out email, 9 waiting- 1 responded
    - 2 new enrollments- no responses
- Michelle and I met with, Elyse from the Chamber, she had some great information

Building

- Would like to plan a building-wide open house, brainstorm community outreach RVCPS, oasis, youth resource center, Baby Steps, and Connected Families- update
    RVCPS- yes
    Youth resource center- yes
    Oasis- forwarded to Cathy/Jill, Shea on maternity leave
    Connected Families- Forwarded to Kaitlyn Gould
- Cathy - knee surgery Feb 23rd, time off TBD, hopefully back next week
- New Roof being put on now
- Measured for new HVAC system, stands are being made as we speak

Grant/Fundraising Updates

- Applying for a FEMA grant to put in place building wide security measures at all doors.- approved
- Received a grant for a generator
- Received a grant from Eversourse- provide the whole building with new doors and windows
- Sarah is writing a grant to turn into Corning Inc for 1,000- if awarded she will use towards her dream of a building wide recycling program- sent in

THANK YOU FOR ALL YOUR SUPPORT!!
YOU ARE ALL AWESOME AND I AM BLESSED TO HAVE SUCH SUPPORTIVE AND HELPFUL BOARD MEMBERS!!!

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I. Welcome — Stephanie

The meeting started at 3:45 via Stephanie

In Attendance: Heather, Stephanie, Michelle

II. **Board Vote** to accept previous month's minute — Board

Approved by Stephanie, Seconded by Michelle

III. Head of School Report — Heather

- The new schedule going well
- The target date has to be hit for students to leave in the afternoon. If IR is in the morning, you lose the privilege in the afternoon, and if one is in the afternoon you lose it the next day.
- The phone policy is going well, the phones get taken away at the start of each class
- sent out 9 emails to all applications- started new student on 3/11/24, 3 new enrollment packets have been called back with no response yet.
- The new Grant for Heather accepted will include training for board, staff, and admin.
- Heather read over her email letter that goes out after the enrollment application goes in.
- building wide Open House to be scheduled hopefully soon.
- Cathy is out due to knee surgery, time back TBD

- Michelle and Heather met with Elyse from the Chamber, she had great information - waiting for Cathy to come back to discuss more.
- New roof to go on
- Heather talked with Lisa Lavioe from North Country Charter Academy as her school had used Edmentum for 20+ years and gave some helpful information and offered to help navigate it some more. A lot of information to look more into regarding the absence policy.
- Look into the NWEA Testing and prices
- Edmentum is a 6th-grade reading level
- Do a 2nd interview with each student, since the handbook, rules, and such would be re-written.
- Has a person volunteering time through ABLE to help with some of the computers and tutors?

IV. Items to add — All

- Nothing

V. Treasurer's Report — Julie

N/A- Julie not in attendance

VI. Adjourn — Stephanie

Adjourn Meeting at 5:00 pm Stephanie, and Michelle Seconded.