River View Chartered School

School Board Meeting Agenda

Meeting Details

Date: July 14, 2025

Time: 4:00 PM - 5:30 PM

Location: 169 Main Street, Claremont, NH 03743

Agenda Items

1. Call to Order

2. Pledge of Allegiance

3. Reading of Mission Statement

4. Approval of Meeting Minutes: June 26th Emergency Meeting

5. Discussion and Vote: New Board Members

6. Discussion of Member Roles to be Determined- Vote on Roles

7. Executive Director Report- Cathy Pellerin

- **DOE Meeting Recap & Updates**
- **Executive Director Evaluation**

8. Head of School Report- Heather Shepard

- **Enrollment & Waitlist Lottery Update**

11. Treasurer's Report- April Royce

- **Status of Audits**

13. Public Comment (if applicable)

14. Other Business

15. Adjournment

Executive Director Report July 2025

Facility

- Solar has been approved.
- The parking lot will be paved during the third week of July

Program

- 2022 audit and the 2023 audit are finalized. The 2024 audit is in draft form and needs CAP and response written.
- It is the responsibility of the Board to complete the Executive Director's evaluation. This evaluation is important for the DOE State Board to determine if River View's Board had confidence in the current leadership or if we should begin looking at a successor.

DOE Updates

- River View is allowed to enroll students for the 25/ 26 school year. River View will need to present updated financial, enrollment, and Board make-up status at the December 11th State DOE Board meeting. Please mark this date on your calendar. We need a strong showing of Board members.
- River View needs to retain a 7-person Board.

Grant Updates

- Applied for Class Gaga tutoring grant. We have been approved. A training session will be held in the fall.

Other

- Board training will need to be scheduled for all new Board members.

Head of School Report- July 14, 2025

RVCPS

- ended the year with:
    - 39 students enrolled
    - 6 graduates (5 graduates, 1 cert of comp)
        - 1- trades
        - 4- going onto college
        - 1- work
- Returning Students:
    - 9th- 0
    - 10th- 6
    - 11th- 7
    - 12th- 8
    - 12+- 4
- Total Credits Earned 24-25- 129 credits
- SAT: 7 students' scores
    - Reading/Writing-
        - 4 students- meets/exceeds
        - 3 students- not yet approaching
    - Math-
        - 6 students- not yet approaching
        - 1 student- meets/exceeds
- 100% attendance for EOY Parent Teacher Conferences
- 24 Students on the waitlist, I contacted all today, 7/14 by phone/email/text

Grant/Fundraising Updates/Ideas

- Received a Math tutor AI grant for the 25-26 school year. Class GaGa.
- fundraising ideas
    - 2nd Annual Halloween Party
    - card tournament
    - carnival
    - scratch ticket raffle

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

Meeting opened at 4:35 Riverview Charter 169 Main Street Claremont NH 03743

Attendees:
Terri Casey, Joshua Mulloy, Heather Shepard, Tom Luther, Jillian Davis, Kayla Falconer

Not present: Cathy Pellerin, April Royce (both excused)

Initial discussion focused on quorum. Heather agreed to confirm that we met quorum requirements for meeting. Proceeded on the basis of majority as sufficient quorum.

First we accepted the Emergency Meeting minutes, which included Tom Luther induction onto the board.

Terri made and Josh seconded, unanimous acceptance of Julie, Jami, and Stephanie resignations from the board.

Jillian Davis then introduced herself and discussed her qualifications.
RVCC, Business Accounting, 10 years experience
Familiar with CLP from founding
Habitat For Humanity
Claremont Chamber Of Commerce

Terri motion, Josh seconded, unanimously accepted Jillian to Exec Board

Kayla Falconer introduced herself
2 years marketing experience, CSB marketing and advertising, newsletters, ad copy, print media, minimal website experience

Terri Casey gave brief tour of history of CLP/RVC with Heather

April Royce was nominated for treasurer, with Terri a first/Jillian a second. Unanimous.

Tom Luther was nominated for Secretary by Terri/Josh unanimous.

The Chair and Vice Chair positions remain vacant until next meeting due to surgery, multiple resignations, and multiple inductions.

Item 7 on the agenda was conducted by Heather Shepard in the event of excused absence of Cathy Pellerin.

After much discussion, the board accepted motion by Josh/Terri second unanimous to request Cathy Pellerin for self assessment prior to the next board meeting. Current board will perform assessment at the board meeting itself or immediately prior to it. Board will copy the existing CLP process with current board member participation.

Heather Shepard presented the Head of School report.
Heather Shepard presented the Treasurers report in excused absence of April Royce.

There was discussion of shifting of FY from CLP matching calendar year to school year going forward. No construction costs in budget, RVC now separate from CLP, fully staffed will full student load and waitlist.

Jillian questions on budget details will require April to complete at next board meeting.

Meeting ended at 6:25

Terri first/Josh second/ unanimous.

Please include Agenda, Head of School Report, Finance Report, and Executive Director Report with these minutes for complete meeting summary.

Tom Luther, Secretary, RVC executive board