River View Chartered Public School Board

School Board Meeting ~~Minutes~~ Notes		
Date: February 9, 2026	Time: 12pm	Location: 169 Main Street, Claremont, NH 03743 & Zoom
Facilitator: Cathy Pellerin	Record Keeper: Tom Luther	
Attendees: Tom Luther, April Royce, Jillian Davis, Cathy Pellerin		
Guests: None		
Absentees: Megan Blood, Donna Tilton, Joshua Mulloy, Terri Casey, Heather Shepard		
Quorum: Quorum is not met. Votes will go out over email.		Date accepted 3/9/2026

Agenda Item (topic, name, time)	Discussion	Vote (motion, proposed, 2nd, vote results)	Action Item (task, person, date)
Call to Order	12:00pm		
Pledge of Allegiance	Completed.		
Reading of Mission Statement	Our mission is to provide an alternative educational experience, helping at-risk students achieve academic and social success while working towards their educational goals. Students will be supported, guided, and encouraged to take responsibility for their education. The River View Chartered Public School (RVCPS) vision is to inspire young people to be better than they thought possible, to value others as well as themselves, and to make decisions that will have a positive impact on the world around them.		
Approval of Previous Minutes	January 12 Board Meeting Minutes for Approval		Email Vote
Discussion and Vote:			

Agenda Item (topic, name, time)	Discussion	Vote (motion, proposed, 2nd, vote results)	Action Item (task, person, date)

Executive Director Report – Cathy Pellerin	• **Facility**
	  ○ Solar project is coming along nicely
	  ○ Accessibility lift needs repairs. It failed the inspection last month. Parts have been ordered. They are here today working on the repair.
	  ▪ First reported at the end of December for a mid-January repair, wrong part came – back today. Has still been operable just with work-arounds.
	• **Program**
	  ○ Heather is doing a great job recruiting, giving tours, and enrolling students
	  ○ RVCPS will be remotely attending the Trauma Sensitive Schools training in February
	  ○ I believe all the required documents have been submitted to the auditor
	  ▪ Feeback will be sent on meeting minutes
	  ○ I would like to propose signing a contract with an attorney to assist with human resource matters and policy/ procedure vetting. The retainer fee is $5,000. I propose splitting the cost with CLP as both programs need the same services. Sheehan Phinney was recommended and has offices in Concord and Lebanon and handles both non-profit and employment law. I tried contacting Bob Best three different times and he never responded. I think we need to have someone more responsive.
	  ▪ Cathy did discuss both entities under one retainer and that was acceptable, billing will be clear regarding services for which entity
	  ○ The annual school report will be discussed at the next meeting, please bring questions
	• **DOE Updates**
			Email Vote

Agenda Item (topic, name, time)	Discussion	Vote (motion, proposed, 2nd, vote results)	Action Item (task, person, date)
	○ Heather has been working on the required reports that are due in February ○ We will need to begin a rewrite of our charter soon. It needs to be ready for our 3-year review in October. • **Grant Updates** ○ No grants on the horizon currently		
Head of School Report – Heather Shepard	• **Student:** ○ 36 students currently enrolled ○ 1 new student will be enrolling this week ○ 1 tour next week • **Enrollment & Attendance:** ○ There has been 1 withdrawal, due to not being able to meet his Special Ed needs • **Curriculum Updates:** ○ As of now, students have earned a total of 80.5 credits across the community, indicating that 161 courses have been completed during the 2025-2026 school year. • **Concerns:** ○ Limited advertising • **School Culture & Climate:** ○ Virtual Prof Dev: Trauma Sensitive School Training for staff Feb 16/17 ○ School vacation- Feb 23rd-28th • **Family/Community Engagement Activities:** ○ A monthly student activity involving snacks and crafts has been organized by students, emphasizing student participation. ▪ "Fairy Tale" scheduled activities will include making Valentine boxes and Valentine cards, snack will be strawberry shortcake. • **Special Education/504 Updates:**		

Agenda Item (topic, name, time)	Discussion	Vote (motion, proposed, 2nd, vote results)	Action Item (task, person, date)
	○ Still haven't heard back from SAU 6 in regards to our meeting after winter break.		
Treasurer's Report – April Royce	• Question about $49,584.81 in 2515- Financial Accounting Services – this is because of all of the clean-up to the financials and will not be a recurring expense • Vote to approve financials will be over email		Email Vote
Public Comment	None		
Other: Legal Consultation	• Discussed in executive director report		
Other: Limited advertising	• We have the sign up and are getting out on the Claremont list serve • Suggestion to see how those go since enrollment is filling up before creating a budget line • Concern about disappointment of being on a waitlist		
Other: Board Meeting Time Change	• If you can't make a meeting, please let Cathy know so we can reschedule if needed rather than having a meeting without quorum. • We will continue to try the Noon meeting for a few more months		
Other: Strategic Foresight	• An email will go out with questions regarding what we think the next big crisis we will have to face, please consider and reply		
Next Meeting	• March 9, 2026, Noon • Agenda Items for next time: ○ annual school report ○ strategic foresight feedback ○ plan for updating our charter		Jillian to update website about meeting time
Adjournment		Meeting ended at 12:30pm	

River View Chartered School

School Board Meeting Agenda

Meeting Details

Date: February 9, 2026

Time: 12:00 PM - 1:30 PM

Location: 169 Main Street, Claremont, NH 03743

Agenda Items

1. Call to Order

2. Pledge of Allegiance

3. Reading of Mission Statement

Our mission is to provide an alternative educational experience, helping at-risk students achieve academic and social success while working towards their educational goals. Students will be supported, guided, and encouraged to take responsibility for their education.
The River View Chartered Public School (RVCPS) vision is to inspire young people to be better than they thought possible, to value others as well as themselves, and to make decisions that will have a positive impact on the world around them.

4. Approval of Meeting Minutes: January

5. Discussion and Vote:

6. Executive Director Report- Cathy Pellerin

7. Head of School Report- Heather Shepard

- **Enrollment & Waitlist Lottery Update**

11. Treasurer's Report- April Royce

13. Public Comment (if applicable)

14. Other Business: legal consultation

15. Adjournment

Executive Director Report February 2026

Facility

- Solar project is coming along nicely
- Accessibility lift needs repairs. It failed the inspection last month. Part have been ordered.

Program

- Heather is doing a great job recruiting, giving tours, and enrolling students
- RVCPS will be remotely attending the Trauma Sensitive Schools training in February
- I believe all of the required documents have been submitted to the auditor
- I would like to propose signing a contract with an attorney to assist with human resource matters and policy/ procedure vetting. The retainer fee is $5,000. I propose splitting the cost with CLP as both programs are in need of the same services. Sheehan Phinney was recommended and has offices in Concord and Lebanon and handles both non-profit and employment law. I tried contacting Bob Best three different times and he never responded. I think we need to have someone more responsive.
- Please see the annual school report attached to this report

DOE Updates

- Heather has been working on the required reports that are due in February
- We will need to begin a rewrite of our charter soon. It needs to be ready for our 3 year review in October.

Grant Updates

- There are no grants on the immediate horizon

Other

Head of School Monthly Report February 9th, 2026
Prepared by: Heather Shepard

Program

Student:
- 36 students currently enrolled
-1 new student will be enrolling this week
-1 tour next week

Enrollment & Attendance:
- There has been 1 withdrawal, due to not being able to meet his Special Ed needs

Curriculum Updates:
- As of now, students have earned a total of 80.5 credits across the community, indicating that 161 courses have been completed during the 2025-2026 school year.

Concerns:
- Limited advertising

School Culture & Climate:
Virtual Prof Dev : Trauma Sensative School Training for staff Feb 16/17
School vacation- Feb 23rd-28th

Family/Community Engagement Activities:
- A monthly student activity involving snacks and crafts has been organized by students, emphasizing student participation.
    - "Fairy Tail" scheduled activities will include making Valentine boxes and Valentine cards, snack will be strawberry shortcake.

Special Education/504 Updates:
-Still haven't heard back from SAU 6 in reguards to our meeting after winter break.

River View Chartered Public School
Budget vs. Actuals: Budget_FY26_P&L - FY26 P&L
July 2025 - January 2026

	Oct 2025				Nov 2025				Dec 2025				Jan 2026				Total			
	Actual	Budget	over Budget	% of Budget	Actual	Budget	over Budget	% of Budget	Actual	Budget	over Budget	% of Budget	Actual	Budget	over Budget	% of Budget	Actual	Budget	over Budget	% of Budget
Revenue																				
1630- Special Function	250.00	83.33	166.67	300.01%	1,013.00	83.33	929.67	1215.65%		83.33	-83.33	0.00%		83.33	-83.33	0.00%	3,763.00	583.31	3,179.69	645.11%
3111- Adequacy Aid Grant -Per Pupil Allocation		29,651.40	-29,651.40	0.00%	109,551.00	29,651.40	79,899.60	369.46%		29,651.40	-29,651.40	0.00%		29,651.40	-29,651.40	0.00%	267,520.07	207,559.80	59,960.27	128.89%
4200- CSP Grant Income	4,649.09		4,649.09				0.00				0.00				0.00		4,649.09	0.00	4,649.09	
4520- ESEA Title I Funding		50.16	-50.16	0.00%		50.16	-50.16	0.00%		50.16	-50.16	0.00%		50.16	-50.16	0.00%	0.00	351.12	-351.12	0.00%
4530- ESEA- All Other Title Funding		3,011.73	-3,011.73	0.00%		3,011.73	-3,011.73	0.00%		3,011.73	-3,011.73	0.00%		3,011.73	-3,011.73	0.00%	61,575.23	21,082.11	40,493.12	292.07%
Total Revenue	**$ 4,899.09**	**$ 32,796.62**	**-$ 27,897.53**	**14.94%**	**$ 110,564.00**	**$ 32,796.62**	**$ 77,767.38**	**337.12%**	**$ 0.00**	**$ 32,796.62**	**-$ 32,796.62**	**0.00%**	**$ 0.00**	**$ 32,796.62**	**-$ 32,796.62**	**0.00%**	**$ 337,507.39**	**$ 229,576.34**	**$ 107,931.05**	**147.01%**
Gross Profit	**$ 4,899.09**	**$ 32,796.62**	**-$ 27,897.53**	**14.94%**	**$ 110,564.00**	**$ 32,796.62**	**$ 77,767.38**	**337.12%**	**$ 0.00**	**$ 32,796.62**	**-$ 32,796.62**	**0.00%**	**$ 0.00**	**$ 32,796.62**	**-$ 32,796.62**	**0.00%**	**$ 337,507.39**	**$ 229,576.34**	**$ 107,931.05**	**147.01%**
Expenditures																				
100- Personnal Services- Salaries	20,500.00	17,646.17	2,853.83	116.17%	16,400.00	17,646.17	-1,246.17	92.94%	16,260.00	17,646.17	-1,386.17	92.14%	20,500.00	17,646.17	2,853.83	116.17%	120,660.00	123,523.19	-2,863.19	97.68%
1340- Home Economics		333.33	-333.33	0.00%	718.83	333.33	385.50	215.65%		333.33	-333.33	0.00%	1,579.83	333.33	1,246.50	473.95%	3,872.90	2,333.31	1,539.59	165.98%
200- Personnel Services- Employee Benefits- Employer Contribution	7,876.93	1,937.50	5,939.43	406.55%	108.76	1,937.50	-1,828.74	5.61%	108.76	1,937.50	-1,828.74	5.61%	135.95	1,937.50	-1,801.55	7.02%	14,331.67	13,562.50	769.17	105.67%
2515- Financial Accounting Services	2,446.25	929.17	1,517.08	263.27%	353.75	929.17	-575.42	38.07%	8,080.00	929.17	7,150.83	869.59%	4,083.75	929.17	3,154.58	439.51%	56,089.00	6,504.19	49,584.81	862.35%
260- Workers Compensation	40.12	125.00	-84.88	32.10%	54.70	125.00	-70.30	43.76%	77.86	125.00	-47.14	62.29%	62.72	125.00	-62.28	50.18%	420.58	875.00	-454.42	48.07%
2600- Operation and Maintenance of Plant Services		366.67	-366.67	0.00%		366.67	-366.67	0.00%	172.99	366.67	-193.68	47.18%	25.01	366.67	-341.66	6.82%	198.00	2,566.69	-2,368.69	7.71%
320- Professional Educational Services		383.33	-383.33	0.00%	280.00	383.33	-103.33	73.04%		383.33	-383.33	0.00%		383.33	-383.33	0.00%	2,780.00	2,683.31	96.69	103.60%
430- Repairs and Maintenance Services		62.50	-62.50	0.00%		62.50	-62.50	0.00%		62.50	-62.50	0.00%	630.00	62.50	567.50	1008.00%	988.62	437.50	551.12	225.97%
441- Rental of Land and Building		1,500.00	-1,500.00	0.00%		1,500.00	-1,500.00	0.00%		1,500.00	-1,500.00	0.00%		1,500.00	-1,500.00	0.00%	0.00	10,500.00	-10,500.00	0.00%
520- Insurance(other than employee benefits)	1,757.74	650.00	1,107.74	270.42%		650.00	-650.00	0.00%	2,886.06	650.00	2,236.06	444.01%	543.54	650.00	-106.46	83.62%	10,267.75	4,550.00	5,717.75	225.66%
531- Voice Communication		55.00	-55.00	0.00%		55.00	-55.00	0.00%		55.00	-55.00	0.00%		55.00	-55.00	0.00%	0.00	385.00	-385.00	0.00%
534- Postage	20.96	12.50	8.46	167.68%		12.50	-12.50	0.00%		12.50	-12.50	0.00%	81.56	12.50	69.06	652.48%	113.02	87.50	25.52	129.17%
540- Advertising/Promotional		41.67	-41.67	0.00%	355.94	41.67	314.27	854.19%	134.00	41.67	92.33	321.57%		41.67	-41.67	0.00%	489.94	291.69	198.25	167.97%
550- Printing and Binding		16.67	-16.67	0.00%		16.67	-16.67	0.00%	144.90	16.67	128.23	869.23%		16.67	-16.67	0.00%	144.90	116.69	28.21	124.18%
580- Travel		125.00	-125.00	0.00%		125.00	-125.00	0.00%		125.00	-125.00	0.00%		125.00	-125.00	0.00%	0.00	875.00	-875.00	0.00%
600- Supplies		83.33	-83.33	0.00%		83.33	-83.33	0.00%		83.33	-83.33	0.00%		83.33	-83.33	0.00%	0.00	583.31	-583.31	0.00%
610- General Supplies	696.93	1,082.55	-385.62	64.38%	90.73	1,082.55	-991.82	8.38%	32.93	1,082.55	-1,049.62	3.04%	37.91	1,082.55	-1,044.64	3.50%	7,711.14	7,577.85	133.29	101.76%
739- Other		41.67	-41.67	0.00%		41.67	-41.67	0.00%		41.67	-41.67	0.00%		41.67	-41.67	0.00%	0.00	291.69	-291.69	0.00%
750- Technology Software		125.00	-125.00	0.00%		125.00	-125.00	0.00%		125.00	-125.00	0.00%		125.00	-125.00	0.00%	118.00	875.00	-757.00	13.49%
810- Dues/ Fees		208.33	-208.33	0.00%	50.00	208.33	-158.33	24.00%	688.50	208.33	480.17	330.49%	2,901.00	208.33	2,692.67	1392.50%	6,239.50	1,458.31	4,781.19	427.86%
890- Miscellaneous Expenses	684.24	216.66	467.58	315.81%	99.98	216.66	-116.68	46.15%	42.64	216.66	-174.02	19.68%		216.66	-216.66	0.00%	993.21	1,516.62	-523.41	65.49%
Bank Fees & Charges	0.00		0.00		0.00		0.00		-0.01		-0.01		0.00		0.00		9.99	0.00	9.99	
Janitorial Expense		191.67	-191.67	0.00%		191.67	-191.67	0.00%		191.67	-191.67	0.00%		191.67	-191.67	0.00%	0.00	1,341.69	-1,341.69	0.00%
Loan Payment	48.00	1,759.00	-1,711.00	2.73%	0.00	1,759.00	-1,759.00	0.00%		1,759.00	-1,759.00	0.00%		1,759.00	-1,759.00	0.00%	1,119.23	12,313.00	-11,193.77	9.09%
Payroll Expenditures		156.00	-156.00	0.00%		156.00	-156.00	0.00%		156.00	-156.00	0.00%		156.00	-156.00	0.00%	0.00	1,092.00	-1,092.00	0.00%
Payroll Expenses	1,565.01	1,545.26	19.75	101.28%	1,252.01	1,545.26	-293.25	81.02%	1,241.30	1,545.26	-303.96	80.33%	1,913.50	1,545.26	368.24	123.83%	9,558.91	10,816.82	-1,257.91	88.37%
Total Expenditures	**$ 35,636.18**	**$ 29,593.98**	**$ 6,042.20**	**120.42%**	**$ 19,764.70**	**$ 29,593.98**	**-$ 9,829.28**	**66.79%**	**$ 29,869.93**	**$ 29,593.98**	**$ 275.95**	**100.93%**	**$ 32,494.77**	**$ 29,593.98**	**$ 2,900.79**	**109.80%**	**$ 236,106.36**	**$ 207,157.86**	**$ 28,948.50**	**113.97%**
Net Operating Revenue	**-$ 30,737.09**	**$ 3,202.64**	**-$ 33,939.73**	**-959.74%**	**$ 90,799.30**	**$ 3,202.64**	**$ 87,596.66**	**2835.14%**	**-$ 29,869.93**	**$ 3,202.64**	**-$ 33,072.57**	**-932.67%**	**-$ 32,494.77**	**$ 3,202.64**	**-$ 35,697.41**	**-1014.62%**	**$ 101,401.03**	**$ 22,418.48**	**$ 78,982.55**	**452.31%**
Other Revenue																				
1633- Miscellaneous Income			0.00		111.94		111.94				0.00				0.00		111.94	0.00	111.94	
Total Other Revenue	**$ 0.00**	**$ 0.00**	**$ 0.00**		**$ 111.94**	**$ 0.00**	**$ 111.94**		**$ 0.00**	**$ 0.00**	**$ 0.00**		**$ 0.00**	**$ 0.00**	**$ 0.00**		**$ 111.94**	**$ 0.00**	**$ 111.94**	
Other Expenditures																				
1400- Transportation Fees	179.00	0.00	179.00		198.04	0.00	198.04		196.43	0.00	196.43		105.40	0.00	105.40		678.87	0.00	678.87	
Total Other Expenditures	**$ 179.00**	**$ 0.00**	**$ 179.00**		**$ 198.04**	**$ 0.00**	**$ 198.04**		**$ 196.43**	**$ 0.00**	**$ 196.43**		**$ 105.40**	**$ 0.00**	**$ 105.40**		**$ 678.87**	**$ 0.00**	**$ 678.87**	
Net Other Revenue	**-$ 179.00**	**$ 0.00**	**-$ 179.00**		**-$ 86.10**	**$ 0.00**	**-$ 86.10**		**-$ 196.43**	**$ 0.00**	**-$ 196.43**		**-$ 105.40**	**$ 0.00**	**-$ 105.40**		**-$ 566.93**	**$ 0.00**	**-$ 566.93**	
Net Revenue	**-$ 30,916.09**	**$ 3,202.64**	**-$ 34,118.73**	**-965.33%**	**$ 90,713.20**	**$ 3,202.64**	**$ 87,510.56**	**2832.45%**	**-$ 30,066.36**	**$ 3,202.64**	**-$ 33,269.00**	**-938.80%**	**-$ 32,600.17**	**$ 3,202.64**	**-$ 35,802.81**	**-1017.92%**	**$ 100,834.10**	**$ 22,418.48**	**$ 78,415.62**	**449.78%**

Statement of Activity

River View Chartered Public School

July 1, 2025-January 31, 2026

DISTRIBUTION ACCOUNT	TOTAL
Income	
1630- Special Function	
1631- Fundraising Profit	1,263.00
1632- Community Support	2,500.00
Total for 1630- Special Function	**$3,763.00**
3111- Adequacy Aid Grant -Per Pupil Allocation	267,520.07
4200- CSP Grant Income	4,649.09
4530- ESEA- All Other Title Funding	
4535- End of Year Differentiated Aid	61,575.23
Total for 4530- ESEA- All Other Title Funding	**$61,575.23**
Total for Income	**$337,507.39**
Gross Profit	**$337,507.39**
Expenses	
100- Personnal Services- Salaries	
101- Salaries for Teachers	59,615.48
121- Salary for Instructional Aides	15,260.00
2321- Office of the Superintendent Services	8,942.26
2410- Office of the Principal Services	36,842.26
Total for 100- Personnal Services- Salaries	**$120,660.00**
1340- Home Economics	
1341- Food	3,872.90
Total for 1340- Home Economics	**$3,872.90**
200- Personnel Services- Employee Benefits- Employer Contribution	$4,347.22
211- Health Insurance Employer Contribution	7,483.38
212- Dental Insurance- Employer Contribution	-425.94
219- Other Group Insurance- Vision- Employer Contribution	-98.58
230- Retirement- Employer Contribution	3,025.59
Total for 200- Personnel Services- Employee Benefits- Employer Contribution	**$14,331.67**
2515- Financial Accounting Services	56,089.00
2600- Operation and Maintenance of Plant Services	
2650- School Vehicle Operation and Maintenance Services	$172.99
2651- School Vehicle Fuel	25.01
Total for 2650- School Vehicle Operation and Maintenance Services	**$198.00**
Total for 2600- Operation and Maintenance of Plant Services	**$198.00**
260- Workers Compensation	420.58
320- Professional Educational Services	
322- Professional Development	2,780.00
Total for 320- Professional Educational Services	**$2,780.00**
430- Repairs and Maintenance Services	988.62

Statement of Activity

River View Chartered Public School

July 1, 2025-January 31, 2026

DISTRIBUTION ACCOUNT	TOTAL
520- Insurance(other than employee benefits)	
521- Insurance- vehicle	2,225.00
522- Liability Insurance	3,505.90
523- Tractor Insurance	117.50
524- D&O Insurance	4,419.35
Total for 520- Insurance(other than employee benefits)	**$10,267.75**
534- Postage	113.02
540- Advertising/Promotional	489.94
550- Printing and Binding	144.90
610- General Supplies	$1,209.28
611- Office Supplies	2,566.38
612- Consumable Paper Goods and Cleaning Supplies	593.48
613- Classroom Supplies	2,170.17
614- Curriculum Supplies	1,171.83
Total for 610- General Supplies	**$7,711.14**
750- Technology Software	118.00
810- Dues/ Fees	6,239.50
890- Miscellaneous Expenses	$111.94
891- Fundraising Expenses	581.13
892- Event Expenses	300.14
Total for 890- Miscellaneous Expenses	**$993.21**
Bank Fees & Charges	9.99
Loan Payment	1,119.23
Payroll Expenses	
Taxes	9,558.91
Total for Payroll Expenses	**$9,558.91**
Total for Expenses	**$236,106.36**
Net Operating Income	**$101,401.03**
Other Income	
1633- Miscellaneous Income	111.94
Total for Other Income	**$111.94**
Other Expenses	
1400- Transportation Fees	$648.86
1401- School Vehicle Fuel	30.01
Total for 1400- Transportation Fees	**$678.87**
Total for Other Expenses	**$678.87**
Net Other Income	**-$566.93**
Net Income	**$100,834.10**