

RISING TIDE CHARTER PUBLIC SCHOOL

Minutes

Board of Trustees Meeting

September 16, 2019

Narrative Mission Statement:

What is the purpose of the school?

“...The Rising Tide Charter School provides students with community-based education each day, using the Town of Plymouth as a local yet dynamic textbook which will provide fertile ground for the development of higher-order thinking skills.”

Leadership and Governance:

“In accordance with MA Charter School Law, the Board of Trustees is ultimately accountable for the school’s educational mission, performance and adherence to its Charter.”

Call to Order

Chris Schelleng called the meeting to order at 7 PM. In attendance were Chris Schelleng, Norm DeCoste, Amy Norris, Sean Kelly, and Sandy Kozlowsky. Also in attendance were Michael O’Keefe, Head of School, and Eric Mello, Business Manager.

Guests

None

New Business

Michael presented a revised school Concussion Policy to review as required by Massachusetts State Law. It incorporates minor changes to definitions as well as updates regarding school policy on baseline data and documentation that is overseen by the Athletic Director. Want to make sure coaches are removing students with potential head injuries from play and making sure they are ok before returning.

Sean made a motion to approve the updated Concussion Policy. Norm seconded the motion. All voted in favor to approve.

Old Business

None

Minutes

Sean made a motion to approve the July meeting minutes with corrected spelling of Sandy Kozlowsky's last name. Sandy seconded the motion with the change. All voted in favor to approve the July meeting minutes with the change. Norm and Chris abstained from voting.

Financials

Eric updated the Board on the August financials. They were based on preliminary FY20 budget numbers. We're off to a good start to the new year. State tuition was based on 660 students at \$14,644/student. Total revenue over budget is \$5,454. Net income compared to the preliminary budget is \$47,510. Our cash balances are very strong.

The newly replaced shades failed testing. Contractor is remaking/reinstalling 10 out of 12 shades. We are withholding payment of funds until shades are working and we receive final construction drawings.

Roof resurfacing has been completed and contractor has been paid from school's operating cash account as one-time capital expense.

Sean made a motion to approve the August Financials based on preliminary budget. Sandy seconded the motion. All voted in favor to approve.

Eric presented the Revised FY20 Budget. Biggest difference from preliminary budget was an increase in state tuition income to \$14,850 per student. Lunch revenue income also increased since more students are now purchasing lunch. On expense side, largest increase was mostly personnel. We continue to reserve a maintenance amount in the budget and are working on a long-term capital plan for building projects.

Sandy made a motion to approve the Revised FY20 Budget. Amy seconded the motion. All voted in favor to approve.

Board Subcommittees

Nominating and Governance – met 2 times since July Board meeting. There are several individuals being targeted as potential Board members. Would like to have a total of 9 Board members by the end of the year. Tour scheduled at school tomorrow for one potential member. Next steps would be to interview with some Board members and then subcommittee formally recommending to the Board.

Need to have Head of School Annual Performance Review meeting before October Board meeting. A Board member independent of the Subcommittee needs to be part of review group. Amy volunteered to serve on review group. Meeting date/time to be determined.

Finance and Audit – went over budget before Board meeting. Will meet prior to next Board meeting, October 21, at 6:15 PM. The Auditors will be at next month's meeting to present their report.

PR and Advocacy – meeting scheduled for September 23rd at 6 PM at Rising Tide.

School Report

As of today, we have 650 students enrolled. Michael feels confident that within the next week we will be at 660, which is the number budgeted. Additional lottery held last week should make up difference. Need to look at transportation options for non-Plymouth residents and possibility of school subsidizing some of the cost.

Michael presented the Annual Report which was approved by the State. Want to make sure school performance and program implementation is faithful to key design elements of charter. There is a renewed focus to local connection through Middle School Expo. Attendance is better than other districts due to kids' sense of connection. Michael is identifying ways to strengthen performance on accountability plan objectives where we have not yet met performance measures.

Eric & Michael met with David LaPointe (from civil engineering firm that worked on our sewage) and asked them to do a feasibility study in order to discuss future expansion possibilities. Will share their findings at future board meeting.

Adjourn

Sean made a motion to Adjourn. Sandy seconded the motion. All voted in favor to Adjourn.