

RISING TIDE CHARTER PUBLIC SCHOOL

Minutes

Board of Trustees Meeting

November 16, 2020

Virtual Meeting due to Governor Baker's stay at home advisory.

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

Chairman, Chris Schelleng, called the meeting to order at 7:00 PM. In attendance were Chris Schelleng, Norm DeCoste, Sean Kelly, Sandy Kozlowsky, and Amy Norris. Also in attendance were Michael O'Keefe, Head of School, and Eric Mello, Business Manager.

Guests

None

New Business

Attachments/Handouts: End-of-Year Staff Survey Results June 2020

Board members had a chance to review the End-of-Year Staff Survey Results from June 2020 prior to the meeting. Michael believed with Board member's involvement in the design of the survey, there was more participation than last year. He agreed with the constructive feedback on areas in need of improvement. For greater participation in the future, Chris suggested we point out areas where we addressed concerns, so staff knows they are heard.

Old Business

Attachments/Handouts: Weekly COVID-19 Report with Rising Tide Towns/Cities

We had our first student in the school building test positive for COVID-19. There were a few people in close contact who have been notified and are quarantining.

Michael went over the MA Department of Public Health's Incident Rate Color Table, which was recently updated. Color grouping is now based on population size and positivity rate. Looking at RT Towns/Cities, the majority of towns that make up the school community are currently in the Yellow or Green groups.

Sean made a motion to change our weekly Thursday meetings to 6:30 PM. Sandy seconded the motion. All voted in favor to approve.

Michael surveyed staff, students and families on three possible pathways for lunch and mask breaks this winter. He recapped the 3 pathways from last month's meeting: to continue with tents, a ½ day schedule, or eating inside. For December, we will continue to use the tents. We will create a "U" with side walls and an end wall, joining the pair of tents, to provide some wind blockage. We will also have shorter time outside. Communication will be provided to encourage students to bring in hats, gloves, etc. Heating the tents after December will not be realistic based on electricity and fire/building codes. He went over concerns with ½ day schedule and indoor eating as well.

Sean left the meeting at 7:40.

Michael reviewed each group of survey results he has to date (still open). Results varied between groups. Michael would like to gather information such as air exchange data measurements to address concerns with indoor eating.

Sean returned to the meeting at 7:55.

Meeting Minutes

Attachments/Handouts: October 2020 Meeting Minutes

Sean made a motion to approve the October 2020 Meeting Minutes. Amy seconded the motion. All voted in favor to approve.

Financials

Attachments/Handouts: RTCPS Financial Reports for the period ending October 31, 2020

Eric met with Finance and Audit Subcommittee prior to the Board meeting and went over numbers in detail.

We continue to budget conservatively with an enrollment of 660 students and tuition at \$14,811/student. Currently, there are 676 students enrolled. We hope to have a tuition update from the State in December.

On the Income side, there is a positive increase in additional grants that were not budgeted for. Expenses are over budget by \$125,988 year-to-date due to COVID-related spending. The bulk of COVID spending was up front with HEPA filters, ionizers, tents, etc. There have been savings on the operating side for things like a reduced program at Plymouth Fitness as well as transportation to and from there.

Our year-to-date net income is (\$134,772). The Balance Sheet is still very strong with over \$2 million in cash reserves.

We are still waiting for \$157,500 of reimbursements from the Plymouth County Cares Funds, which are still in process with the County. We were told we can ask for an additional \$157,500 in Round #2.

Amy made a motion to accept the October financials. Sandy seconded the motion. All voted in favor.

Board Subcommittees

Nominating and Governance

Attachments/Handouts: Head of School Scorecard 2020

Norm joined the Subcommittee in reviewing the Head of School goals for last year. Chris reviewed with the Board the 3 major goal areas of the Head of School Scorecard: Faithfulness to Charter, Academic Program Success, and Organizational Viability. He went over the individual elements evaluated in detail. Overall, they determined 89.2% of the elements were met, which calculated to a \$4,460 bonus.

Sean made a motion to accept the bonus structure of \$4,460. Sandy seconded the motion. All voted in favor.

Michael's 3-year contract will be coming to an end in June. Sandy agreed to work with the Subcommittee in structuring a new contract.

Finance and Audit – At the next Board meeting, Eric will provide updated projections for the year to see what we can do for staff contracts that were frozen.

Communications and Advocacy – Did not meet.

School Report

Current enrollment of 676 is holding strong. The enrollment period for next school year started a couple of weeks ago. There is a good early return of 110 new applications.

Overall, people are tired of the adjusted school programming, but the teachers and kids are still working very hard; families continue to remain flexible. Conferences will be held virtually this year. Report cards will be available to parents/guardians through the community portal to view before conferences. Attendance remains good. There have been some concerns from teachers of students not being as engaged. Conferences will be a good checkpoint to get them back on track.

We had a successful fall sports season. The girls' soccer team made it to the tournament finals but lost. Golf and cross country also had a very good season. Winter sports are still up in the air – still not sure what we will be able to do. Kelsey sent out a survey to students to see what interest there is.

Adjourn

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