

RISING TIDE CHARTER PUBLIC SCHOOL

Minutes

Board of Trustees Meeting

July 20, 2022

Virtual Meeting

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, Sandy Kozlowsky, Amy Norris, and Mary Schiess. Also in attendance were Michael O’Keefe, Head of School; Eric Mello, Business Manager; and Maureen Herrmann, Assistant to Head of School. Sean Kelly was not present.

Guests

Dr. Mary Ellen Janeiro, new Middle School Principal

Michael introduced Dr. Mary Ellen Janeiro, who spoke about her prior experience. Each Board member briefly introduced themselves.

Meeting Minutes

Attachments/Handouts: June 2022 Board Meeting Minutes

Sandy made a motion to approve the June 2022 Board Meeting Minutes. Mary seconded the motion. All voted in favor to approve.

New Business

Appointment of Officers for ’22-’23

There was a discussion to see if someone else wanted to take over the role of Clerk. Chris wondered if it would be possible to adjust the By-laws to change the task of taking notes and preparing the minutes to a staff member and have the Clerk review them. He will go back to the Attorney to discuss.

Mary made a motion to keep the current slate of officers for next year – Chris Schelleng to remain as Chairperson, Sandy Koslowsky as Vice Chairperson, Sean Kelly as Treasurer and Amy Norris as Clerk. Sandy seconded the motion. All voted in favor.

Meeting to Review Charter Renewal

The Board agreed to schedule a Special Board meeting on July 27th at 7 PM to review and approve the Charter Renewal package that needs to be submitted by August 1.

Old Business

Attachments/Handouts: By-Laws, Rising Tide Charter Public School

The Nominating & Governance Subcommittee suggested changes to the By-Laws that were reviewed by our attorney. Because of the possible additional change discussed earlier in the meeting around the preparation of Meeting Minutes, the Board decided to table approval of all changes until the next Board meeting.

Financials

Attachments/Handouts: RTCPS Financial Reports for the period ending June 30, 2022

Eric reported that the Financial Subcommittee met prior to the Board meeting to review these reports which end the Fiscal Year. Income was budgeted on tuition of \$16,343.06/pupil and enrollment of 660 students for a projected tuition income of \$10,786,417. The final tuition amount was less than budgeted at \$16,397.24/pupil and 650.3 students (we thought we'd end at 655 students) for a total of \$10,663,130. Total income over budget ended with a surplus of \$171,202 due to a literacy grant for \$100,000 not budgeted, food services net revenue, and Medicaid funding.

On the Expense side, we are over budget by \$83,450 due to increases in substitutes, strategic planning services, and teacher stipends.

For Net income there is still a surplus over budget of \$87,752. The Balance Sheet is holding strong at \$2,461,935.

We will continue to receive ESSER Grant money into FY23 and FY24.

The State transportation reimbursement came in at 90% of expenses incurred in FY21, which was a little under budget. Grants were over budget due to accelerating literacy grant. We netted a surplus of \$45,309 for meals due to an increase in students having breakfast and lunch under the free Federal program. This program is expected to extend into the next school year.

Instructional services were over budget by \$175,397 due to instructional hardware, testing and subs.

Amy made a motion to accept the June financials. Norm seconded the motion. All voted in favor.

Board Subcommittees

Strategic Planning – Michael, Chris, Maureen and Kathryn Earle (Touchstone Advisors of Cohasset) put together a synopsis of possible goals of the Board for the new Strategic Plan that were developed in the June 27th meeting of the Board with Kathryn. Maureen will send these out to the Board for review in preparation for the meeting with Senior Leadership on August 11th.

Nominating and Governance – Did not meet.

Finance and Audit – Nothing to add.

Communications and Advocacy – Did not meet.

Public Comment

None

School Report

The school is finishing closing up the previous year and ramping up for next year. The Senior Leadership Team will be meeting and there will be a kickoff to the upcoming year for all staff in early August. Michael is finishing up hiring for several open positions.

This is the second week of summer programs. There will be a presentation this Friday at 10 AM at the school on the work done by students in the Jill S. Crafts Summer Scholars Program on Energy Solutions for Climate Change.

Enrollment for Middle School is strong, but a few students have dropped out of the Upper School. Calls have been made to families who have not yet committed to attending in the Fall. After securing answers from these families, we may open another enrollment period for the Upper School.

Other Business

None

Executive Session

Amy made a motion to enter into Executive Session to discuss ongoing legal matters on prior complaints to the Board. Norm seconded the motion. All voted in favor.

After returning from Executive Session there was no other business.

Adjourn

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