

# **RISING TIDE CHARTER PUBLIC SCHOOL**

## **Minutes**

### **Board of Trustees Meeting**

**May 15, 2023**

*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 7:06 PM. In attendance were Chris Schelleng, Norm DeCoste, Sandy Kozlowsky, and Amy Norris. 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 initially present.

#### **GUESTS**

None

#### **MEETING MINUTES**

**Attachments/Handouts:** April 24, 2023, Board Meeting Minutes

Maureen shared the April 24 Board Meeting Minutes on screen.

Sandy made a motion to approve the April 24 Board Meeting Minutes. Amy seconded the motion. All voted in favor to approve.

#### **SCHOOL REPORT**

##### **4C’s Aviation Program**

Ms. Trauttmansdorff was unable to attend the Board meeting, so Michael reviewed information on Cape Cod Community College’s (4C’s) Aviation & Maintenance Program in her place. She cultivated a partnership with 4Cs to pilot a High School program starting in the Fall. It will cost students around \$1,000 to participate in a full year of this Pathways Program and receive credit from 4Cs. There will be scholarship opportunities available. It will be open to any Junior or Senior interested, with a minimum of 10 students to start. Classes will be held at the school with a Rising Tide instructor, with instructors from 4Cs, as well as labs at the facility at the

airport during the final block of the day four days/week, as well as in the afternoons on half day Wednesdays. There will be a pre-screening process through Rising Tide with a June 1<sup>st</sup> deadline for applications, after which pre-qualified students can submit an online application with 4Cs.

Full information will be provided in a meeting next Monday hosted by Rising Tide for any interested students and families.

At 7:13 PM Sean joined the meeting.

Rising Juniors and Seniors can participate next year. Seniors would get a jump start of a year of the program at a lower cost than directly through 4Cs and Juniors would get the bulk of their work accomplished for the program at Rising Tide over the next 2 years.

We'll market this to potential students in the late Fall before next year's lottery.

### **5K Fun Run and Health Fair**

Michael commended the hard work that Kelsey Kincade and Shawna Weekley, along with many parent volunteers, have done to put together the 5K Fun Run and Health Fair happening this upcoming Saturday. There are over 35 community partners that will be exhibiting and approximately 60 runners registered.

### **Enrollment Update**

We currently have 645-650 students to start next year. Our approved budget is for a carrying number of 635. We closed the second enrollment period Friday and admitted twenty-two 9<sup>th</sup> graders, nine 10<sup>th</sup> graders, four or five 11<sup>th</sup> graders and two 12<sup>th</sup> graders. We will evaluate the need for a summer enrollment period in early summer.

We just exhausted the final name on the 5<sup>th</sup> grade waiting list late last week and have a full class of 92 students. Julie Thompson, Executive Director of PACTV, did the lottery drawing this morning for 37 new students to put on a new 5<sup>th</sup> grade waiting list.

## **NEW BUSINESS**

### **Recommendation for New Board Member**

**Attachments/Handouts:** Laura Stearns Flynn Resume

Maureen shared Laura Stearns Flynn's resume on screen. Chris stated that the Nominating & Governance subcommittee met with Laura and enthusiastically recommend adding her to the Board. She has an extensive background in education and is a parent of a current Rising Tide student.

Sandy made a motion to add Laura Stearns Flynn as a member to the Board. Norm seconded the motion. All voted in favor.

## **Discussion of Board Effectiveness Diagnostic Results**

**Attachments/Handouts:** Statewide Report – Massachusetts BED 2023; RTCPS 2023 BED Report

Maureen shared both the Statewide and Rising Tide Board Effectiveness Diagnostic reports put together by the MA Charter Public School Association (MCPSA) in partnership with Education Board Partners. The MCPSA has various tools to support Charter Schools and their Board members. This survey provides feedback to assist in Board development. The Board discussed areas that we did well vs. the state, and areas where we could be stronger moving forward.

## **FINANCIALS**

### **April 2023 Financial Report**

**Attachments/Handouts:** RTCPS Financial Reports for the period ending April 30, 2023

Eric stated we are 10 months into the Fiscal Year and are holding steady on the Income side. Projected enrollment at year end is 624 students at a per pupil rate of \$17,534. Income year-to-date is under budget by (\$164,064).

On the Expense side, we saved \$95,701 primarily on health insurance and snow removal. It is hard to budget exactly for health insurance since we do not know who will be added on or taken off of our policy. There is also a Health Reimbursement Account funded by the school. The amount paid by the school varies depending on how often people submit reimbursements for their deductibles. We try to be conservative when budgeting.

Net Income year-to-date is under budget by (\$68,363). The balance sheet is holding steady with an operating balance of \$1,806,663. That will improve by year end with some Cash Receivables and Grant money that will be coming into our cash account in May and June.

Transportation reimbursement should come in on budget at the end of the year. Tuition is under budget by (\$152,232) year-to-date. Under Operation & Maintenance (which includes snow removal) we saved \$32,257 and under Fixed Charges (which includes health and dental insurance) we saved \$39,439.

Eric reviewed our Long-Term Liabilities. When we moved into our new building, our biggest loan was with Webster Bank for \$10.911MM. Our current balance is \$9,650,996. Under our USDA Loans, we have a balance of \$2,729,368 on our 3.0MM loan and a balance of \$2,271,541 on our 2.5MM loan. In all, we have paid off almost \$1,760,000 in debt in the last 5 years.

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

## **BOARD SUBCOMMITTEE REPORTS**

**Nominating and Governance** – Met last week and discussed some additional Board candidates. Maureen is working on an On-Boarding package for the Board that will be posted on the web for the Board's access.

**Finance and Audit** – Nothing to add.

**Communications and Advocacy** – Martha Popoloski ran a Zoom meeting regarding the 25<sup>th</sup> Anniversary gala. Michael asked the Board to mark their calendars for the gala for the evening of Thursday, September 28<sup>th</sup> at the Jones River Trading Post. There will also be a Family Day that week at the school, an alumni event Thanksgiving Weekend, as well as a student art contest. Details to come. There were 2 new parents at the meeting with experience being engaged with their children’s prior schools.

**PUBLIC COMMENT**

Marisa Ronan, Rising Tide SEPAC Co-Chair, stated the new SEPAC Board is in place for next year. The SEPAC had done a survey in the Fall of 2021 and just closed an updated survey last Friday. She is in the process of compiling data and comparing it to the 2021 survey. Chris invited her to come to the next Board meeting to share those results. Eric confirmed that there is money in next year's budget for the SEPAC program.

**OTHER BUSINESS**

None

**ADJOURN**

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