

RCS BOD MEETING MINUTES

Meeting Date: August 5, 2021

CTO/Pledge of Allegiance, 12:00 pm

Present: Dr. Schuemann, President; Mr. Trospen, Vice President; Mrs. Menon, Member-At-Large; Mrs. Stanton, Treasurer; Mrs. Hamlin, Secretary; Mr. Anderson, Headmaster; Mr. Carpine, Deputy Headmaster
Community Members: None

Motion: Move to adopt August Agenda, June minutes, Action Review and Notes.

Moved: Mr. Trospen
Second: Mrs. Menon
Vote: Unanimous

Board Reports

Headmaster: Mr. Anderson reviewed the administrative activities and school events that have occurred over the summer including school award ceremonies, graduation, parent summer reading groups, faculty seminar discussions, faculty end of year interviews, application review, and interviews for current faculty openings, and a meeting with Ms. Traci Giles, the new PSD charter liaison. He reported on planned COVID practices, teacher training, curriculum planning and efforts to ensure the longevity of RCS staff. He is scheduled to meet with the incoming PSD superintendent in late August.

Deputy Headmaster: Mr. Carpine reported 2020-21 school discipline measures, building maintenance, repairs, and construction. PSAT/NMSQT and PSAT 9 exams have been ordered and scheduled for October 13, 2021. He is currently interviewing and hiring Teacher Assistants (TA) and monitors for the upcoming school year.

Dean of Students and Student Services: There were 24 students with 504s and 6 with IEPs in May. Mrs. Hayhurst reported on the numbers of students with IEPs, 504s, and the increase in mental health needs during the 2020-2021 school year. Students have been assigned their faculty advisors. Twenty-two clubs are planned for the school year and outdoor trips are planned starting September 1, 2021.

Academic Dean: Miss Kujawa reported on curricular compliance, College advising, and analysis of recent standardized tests. She also provided an update on the Curriculum Review Committee and on several pending or planned projects.

Registrar: Mrs. Houdesheldt provided a report on 4th quarter honor roll numbers. She has filed all end of year reports with the district.

Admissions: Mrs. Menon reported enrollment numbers as of July 29, 2021.

Attendance Report: Mrs. Peyronnin provided May 2021 and 2020-2021 attendance data.

Information Technology: Mr. Ubana updated the Board on the postponement of wireless access point upgrades, the plan for student WLAN including filtering, and a plan for Windows 11 updates.

Media: Miss Pritchett provided a media report including website performance, social media platform performance, advertising, media presence comparison and plan for responses to RCS reviews on numerous websites.

Board President: Reported that all waivers for the charter had been approved by CO Department of Education. Activities completed on behalf of the Board since our Board retreat including participation in faculty applicant

interviews and mock teach observations, Board orientation for Mrs. Hamlin, and administrative meeting attendance. May 2021 and 2020-2021 summary of Volunteer activities was provided by Mrs. Douglas and reported. Dr. Schuemann expressed gratitude for the administrative team for their ongoing efforts throughout the summer.

Vice President: Mr. Trosper reported the role of SAC will likely be limited to school surveys because the district is not requiring Unified Improvement Plans (UIP) this year.

Treasurer: Reported on June 2021 and 2020-2021 fiscal year financials and made budget related motions as listed below

Board Business

2021-2022 Board Documents: All board members signed all required Board documents for the upcoming year.

2021 – 2022 Board Officers: The Board unanimously approved the following offices for the 2021-2022 school year: President: Dr. Schuemann, Vice-President: Mr. Trosper, Secretary: Mrs. Hamlin, Treasurer: Mrs. Stanton, Member-at-Large: Mrs. Menon.

Moved: Mr. Trosper
Second: Mrs. Menon
Vote: Unanimous

2021-2022 Board Committee Liaisons: The Board approved the following members to serve as liaisons to board committees:

School Accountability Committee: Mr. Trosper, Elections: Dr. Schuemann, Volunteers: Mrs. Hamlin, Legislative and Alumni: Mrs. Menon, Fundraising: Mrs. Stanton.

Moved: Mrs. Stanton
Second: Dr. Schuemann
Vote: Unanimous

Board Door Greeters: Board members agreed to greet students at the door during the first 2 weeks of school from 7:45-8:15 a.m.

Policy Handbook 2021-2022: Board members to review the following policy handbook sections in the coming year:

Employment Policies and Employee Performance Policies: Dr. Schuemann;
Academic Program Policies: Mrs. Menon
School Environment Policies: Mrs. Stanton;
Governance Documents and Policies: Mr. Trosper;
Miscellaneous Policies and Business Policies: Mrs. Hamlin.

Monthly Business

None Discussed

Discussion Items

4th Charter Agreement including all requested waivers has been approved by the Poudre School District and the Colorado Department of Education.

2020–2021 Surplus funds: The board approved moving the surplus cash from the *Senior Class Cash* account and the *Class of 2021 Cash* account to the *Outdoor Fund*.

Moved: Mrs. Stanton
Second: Mr. Trosper
Vote: Unanimous

Health Surplus funds: The board unanimously approved to move \$68,000 in Health Surplus monies from the *Payroll and Benefits Clearing* account to the *Health Benefit Surplus* account.

Moved: Mrs. Stanton
Second: Dr. Schuemann
Vote: Unanimous

Board Meeting Dates: Meeting dates were unanimously approved for the 2021-2022 school year: September 16, October 13, November 11, December 9, January 20, 2022, February 17, March 9, April 21, and May 19.

All meetings will be held in the R2 Conference Room with the Open Session beginning at 5:00pm unless otherwise posted.

Moved: Dr. Schuemann
Second: Mrs. Menon
Vote: Unanimous

Extended Field Trips: The Board moved to approve the following extended field trips: Sept. 1-3(7th grade), Sept. 8-10 (8th grade), Sept. 13-15 (6th grade), Sept. 20-22 (9th grade), Sept. 23-25 (11th grade), Sept. 27-29 (10th grade), and Nov. 29-Dec 1 (12th grade).

Moved: Dr. Schuemann
Second: Mr. Trosper
Vote: Unanimous

Community Comments

None

Adjournment

Motion made to adjourn meeting.

Moved: Mrs. Menon
Second: Mr. Trosper
Vote: Unanimous

Open Meeting adjourned: 4:45pm.

Next meeting is currently scheduled for September 16, 2021.
Open Session 5:00pm, RCS R2 Conference Room.