

# RCS BOD MEETING MINUTES

December 7, 2023

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CTO/Pledge of Allegiance, (5pm)

Present: Present: Mr. Anderson, Headmaster; Mr. Carpine, Deputy Headmaster; Mrs. Menon, Member at Large and Acting President; Mrs. Mount, Treasurer and Acting Secretary; Mr. Thrasher, Seat E.

Community Members: Mr. Ian Rutherford (let in at 5:15p), Caleb Ekblad (5:55p)

Motion: Move to adopt December Agenda, November Minutes, Action Review and Notes.

Moved: Mount  
Second: Menon  
Vote: Unanimous

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## Board Reports

**Headmaster:** Mr. Anderson discussed plan to improve Martial Arts training and facilities; PE testing completed to measure first term progress; state of seniors' mental health; reported on parent weekly reading group, girls' basketball, volleyball and musicals.

**Deputy Headmaster:** Mr. Carpine reported to the board on disciplinary issues, dress code enforcement issues with students and renter issues. Received training for upcoming standardized tests. PSAT/NMSQT scores have been received and results were included in Academic Dean report.

**Dean of Students and Student Services:** The board received a report about student needs and extracurriculars, including clubs, athletics and the arts. The elementary fall READ scores were included in this report.

**Academic Dean:** Miss Kujawa submitted a report to include progress on scheduled, ongoing and planned projects with new teacher observations, curriculum improvement plans and check-ins, academic referrals and math training. The report included details regarding the elementary math training that occurred in November and its findings. PSAT/NMSQT results included. Academic referrals were included, noting that plagiarism is getting more difficult to distinguish due to AI.

**Admissions:** We are at 98% enrollment and office is working on filling next year's elementary classes and cleaning out lottery entries. This office has been calling every family with a new enrollment this year to see how the year is going and to build community and retention. Most families are satisfied and happy. Since reaching out to families that have outstanding fees, we have recovered \$4000. Increase in book sales. Upcoming events include 6<sup>th</sup> grade preview and welcome nights.

**Registrar:** The registrar report included updates on the district’s reports for staff association and staff profile reports. The graduation guidelines report for the class of 2023 has been corrected. The first draft of the master schedule has been completed. Proposed calendar for school year 2024-25 was distributed.

**Attendance Report:** Attendance did not dip below 90% at any time last month and has averaged just over 93% for the month. Tardies are continuing to be an issue and notice regarding the new school policy will be sent out tomorrow about the changes taking place in the new year.

**Information Technology:** Recommendations were presented for wireless network upgrades, firewall upgrades, hardware switches and laptop purchases for upcoming standardized testing. Discussions surrounding Dropbox vs. Sharepoint and managing permissions. Hardware issues with the building wiring are an ongoing issue.

**Media:** A report was submitted that included website and social media performances, marketing plans and competitiveness, with completed, ongoing and upcoming projects listed.

**Volunteer:** Volunteer opportunities and hours were presented in this report.

**Board President:** No report given.

**Vice President:** N/A

**Member-At-Large:** Mrs. Menon has completed teacher and chamber observations, attended *Elf, Jr.*, the Fine Arts Showcase, sporting events, and the Faculty & Staff Christmas party. Shared information regarding a Liberty Common Event planned for Feb 15 on the role of classical education.

**Business Office/Treasurer:** Reported on financials and the upcoming budget revisions needed. Budget work with Business office is ongoing. Provided handouts with additional reports online in Dropbox. Bought monthly treasury bills and decided to allocate additional funds for treasuries (see vote below). Roth IRA match discussion which will have little to no impact on budget. Attended *Elf, Jr.* and completed Faculty Christmas Party sub-committee duties. Attended financial committee meeting and ongoing Numis meetings. Prioritized items for upcoming SSD grant application.

**Secretary:** N/A

**Seat E:** Mr. Thrasher has completed onboarding paperwork with Board president, attended Christmas party and attended *Elf, Jr.*

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## Board Business

**Motion:** Policy AP-7.15 Graduation Requirements was moved to a third and final reading.

Moved: Menon  
Second: Mount  
Vote: Unanimous

**Motion:** Policy SE-13.0 Philosophy of Sports was moved to a third and final reading.

Moved: Mount  
Second: Menon  
Vote: Unanimous

**Motion:** The Board unanimously voted to approve the current Ridgeview Building Corporation Board of Directors officers/members as they stand for the coming year.

Moved: Menon  
Second: Thrasher  
Vote: Unanimous

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## Board Business – Discussion Items

Christmas party recap, discussion about 2024 venues and dates

**Motion:** The Board unanimously voted to allocate up to \$900,000 for investment (via 3-month Treasury bills on a rotating basis.)

Moved: Mount  
Second: Menon  
Vote: Unanimous

**Motion:** The Student Ambassador extended field trip to Ouray, February 6-9, 2024, was approved.

Motion: Menon  
Second: Thrasher  
Vote: Unanimous

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## Community Comments

Mr. Rutherford made a comment. Mr. Ekblad made a comment.

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## Adjournment

Motion made to adjourn meeting.

Moved: Thrasher  
Second: Mount  
Vote: Unanimous

Open Meeting adjourned: 7:45pm  
Next meeting is currently scheduled for January 18, 2024.  
Open Session 12pm, RCS R2 Conference Room.