

RCS BOD MEETING MINUTES

March 21, 2024

CTO/Pledge of Allegiance, 5:05 p.m. Present: Mr. Rankin, President; Mrs. Mount, Treasurer; Mr. Ryder, Secretary; Mrs. Menon, Member at Large; Mr. Thrasher, Member at Large; Mr. Anderson, Headmaster; Mr. Carpine, Deputy Headmaster.

Community Members: Ian Rutherford, Heather Radzay, Kimberly O'Neil, Christina Ashlock, Thomas Ashlock

Motion: to adopt consent agenda, minutes, notes, and action review – with the addition of extended field trip approvals to board business.

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

Board Reports

Headmaster:

Reported on status of performance reviews and contracts for next year; proposed contracts are being reviewed.

Deputy Headmaster:

Reported on student disciplinary actions and security.

Dean of Students and Student Services:

Reported on mental health checks, 504s, and IEPs, as well as on student clubs, athletics and activities.

Academic Dean:

Provided a written report with information on ongoing initiatives.

Admissions:

Provided an update on current capacity. Shared that the high school night was very well attended.

Registrar:

Reported on the status of district and state reports – including a note that corrections that were needed (on their end) have now been completed.

Attendance Report:

Attendance was below 90% twice during the month and averaged just over 93%.

There were a high level of unexcused tardies at the high school level.

Information Technology:

A list of active projects and updates was submitted with the status indicated on each of them.

Mr. Anderson, and others, remain locked out of their Microsoft accounts.

Facilities Manager:

Reported on various projects scheduled.

Insurance claim for the roof was denied, as was the appeal; possible alternatives to a full replacement were discussed.

Media:

Reported on results of ads on different platforms and noted what was most effective for community engagement.

President:

Mr. Rankin submitted his report of activities in the past month.

Vice President:

Secretary:

Mr. Ryder submitted his report of activities in the past month.

Member at Large:

Mr. Thrasher submitted his report of activities in the past month.

Member at Large:

Mrs. Menon submitted her report of activities in the past month.

Business Office/Treasurer:

Mrs. Mount submitted her report of activities in the past month.

The board received a report on Numis Night.

Board Business

Motion: to adopt Policy SE-2.3 Attendance at RCS Events by Alumni and Former Students with friendly amendments.

Motion: Mr. Ryder
Second: Mrs. Menon

Vote: Unanimous

Motion: to adopt Policy SE-2.4 School Dance Guests.

Motion: Mr. Ryder
Second: Mrs. Menon
Vote: Unanimous

Motion: to move Policy E-7.2 Clean Desk Policy to a third reading.

Motion: Mrs. Mount
Second: Mr. Rankin
Vote: Unanimous

Motion: to approve extended field trips submitted.

Motion: Mr. Rankin
Second: Mrs. Menon
Vote: Unanimous

Motion: to approve the updated donation form.

Motion: Mr. Rankin
Second: Mrs. Menon
Vote: Unanimous

Motion: to approve Clifton Larson Allen as the business office auditor

Motion: Mr. Rankin
Second: Mrs. Mount
Vote: Unanimous

Motion: to approve business office purchasing licenses for LeaseQuery.

Motion: Mr. Rankin
Second: Mr. Ryder
Vote: Unanimous

Motion: to appropriate \$1058 of funds from spirit night to be used for teacher appreciation week

Motion: Mr. Rankin
Second: Mrs. Mount
Vote: Unanimous

Board Business – Discussion Items

Calendar Debrief – Reminders about Headmaster’s Coffee, Mary Poppins, Valborg and third grade concert and art show.

Community Comments

Comment received from Mr. Ashlock.

Adjournment

Motion made to adjourn the meeting.

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

Open Meeting adjourned: 6:20

Next meeting is currently scheduled for April 11th.

Open Session 5:00pm, RCS R2 Conference Room.