

# RCS BOD MEETING MINUTES

October 19, 2023

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**CTO/Pledge of Allegiance, 5:00 p.m.** Present: Mr. Rankin, President; Mrs. Mount, Treasurer; Mr. Ryder, Secretary; Mrs. Menon, Member at Large, Mr. Anderson, Headmaster; Mr. Carpine, Deputy Headmaster.

Community Members: Shawn Holmes, Mark Kerwood (both left after community comments), Stevie Daigneault, Tom Thrasher, Ian Rutherford.

**Motion:** Move to adopt consent agenda, minutes, notes, and action review, amending the agenda to move community comments to the beginning.

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

## **Board Reports**

### **Headmaster:**

Mr. Anderson reported to the board on various initiatives, including safety and security, the increase in instances of student tardiness, a decrease in reported volunteer hours among parents, and concerns around access to athletic space as we expand our offerings. He also updated the board on communication with parents, students, faculty, and staff.

### **Deputy Headmaster:**

Mr. Carpine reported to the board on dress code and disciplinary issues.

### **Dean of Students and Student Services:**

The board received a report about student needs and extracurriculars. Going forward separate reports will be submitted for athletics and the outdoor program.

### **Academic Dean:**

The report included an update about progress on the improvement plans for music, classics, math, and PE. The PSD Standard Performance Framework results were also presented.

### **Registrar:**

The board received the registrar's report.

### **Admissions:**

We are at 99% capacity. The board was updated on progress for next year's enrollment.

### **Attendance Report:**

Attendance did not dip below 90% at any time last month and has averaged just over 95%

### **Information Technology:**

A comprehensive report about recent upgrades and the roadmap for future needs was presented. Tech supported PSAT tests adequately – no reports of issues.

**Facilities Manager:**

Current focus is on RTU repairs/replacements and the installation of additional security cameras.

**Media:**

A report was submitted regarding website and social media traffic.

**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, including an update from the SAC committee.

**Member at Large:**

Mrs. Menon advised the board of her activities, including some legal developments with regard to educational institutions. Discussion about the upcoming election; a guide will be released to the community.

**Business Office:**

The board received the report from the business office and discussed aspects of this report in conjunction with the report from the treasurer (see below).

**Treasurer:**

Mrs. Mount submitted her treasurer's report, including updating the board adjustments to more accurately reflect how expenses were assigned – discrepancies have been resolved.

Prior to the open session, the board also received a report from CliftonLarsenAllen about our audited financial statements, which are in good order – it was a clean audit.

**Motion:** Transfer up to \$2700 to the strings club budget from general budget

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

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## **Board Business**

**Motion:** Appoint Mrs. Radzay to the School Accountability Committee

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

**Motion:** Appoint Mr. Rhead to the School Accountability Committee

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

**Motion:** Appoint Mrs. Daigneault to the School Accountability Committee

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

**Motion:** Move Policy AP-9.01 Dress Code to a second reading

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

**Motion:** Move Policy SE-8.1 Fundraising to a second reading with amendments.

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

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## **Board Business – Discussion Items**

The board was apprised of adjustments to the Building Corporation Bylaws, which will be made by that board

Graduation – RCS will purchase robes for the board to wear at graduations going forward.

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## **Community Comments**

Comments were made by Mr. Holmes.

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## **Adjournment**

Motion made to adjourn meeting.

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

Open Meeting adjourned: 6:43pm

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