

# RCS BOD MEETING MINUTES

September 19, 2023

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CTO/Pledge of Allegiance, 5:00

Present: Mr. Rankin, President; Mrs. Menon, Member-At-Large; Mrs. Mount, Treasurer, Mr. Ryder, Secretary; Mr. Anderson, Headmaster; Mr. Carpine, Deputy Headmaster

Community Members: Ian Rutherford

Motion: *Move to adopt September Agenda, August Minutes, Action Review and Notes.*

Moved: Mrs. Mount

Second: Mrs. Menon

Vote: Unanimous

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## Board Reports

### Headmaster:

Mr. Anderson reported to the board on various initiatives, including safety and security, the implementation of the physical education program, and the revamped ambassador program. 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, as well as schedules and plans for testing and AP exams in the coming year.

### Dean of Students and Student Services:

The board received a report about student needs and extracurriculars.

### Academic Dean:

The board received a report about plans for improving specific departments and standardized testing performance.

### Registrar:

The board received the registrar's report.

### Admissions:

The board was updated on enrollment numbers.

### Attendance Report:

Attendance has been at 97.26%

### Information Technology:

An update was given about various technology upgrades, most of which were completed over the summer.

**Facilities Manager:**

An update was given about various facility upgrades, most of which were completed over the summer.

**Media:**

Website and social media traffic following healthy and predictable patterns

**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. The board agreed the new schedule for preparing packets is working well.

**Member at Large:**

Mrs. Menon advised the board of her activities, also discussed the Building Corp.

**Business Office:**

There were several items raised in the business office report that were addressed as part of the treasurer’s report (see below).

**Treasurer:**

Mrs. Mount submitted her treasure’s report, including updating the board on the work of the finance committee.

**Motion:** *To appropriate \$2000 to families in need and \$2000 to Teacher Appreciation from Father/Daughter Dance account*

Moved: Mrs. Mount  
Second: Mrs. Menon  
Approved: Unanimous

**Motion:** *Close the 100-mile Club account*

Moved: Mrs. Mount  
Second: Mr. Rankin  
Approved: Unanimous

**Motion:** *Roll the balance of last year’s senior class account into this year’s senior class account*

Moved: Mrs. Mount  
Second: Mrs. Menon  
Approved: Unanimous

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## **Board Business**

**Motion:** *Appoint Rachel Smith to the School Accountability Committee and Courteney Siegal to the Election Committee*

Motion: Mr. Rankin  
Second: Mrs. Menon

Vote: Unanimous

**Motion:** *Appoint Mrs. Menon, Mr. Rankin, and Mrs. Mount to the Christmas Party Subcommittee.*

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

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## Board Business – Discussion Items

Legal Counsel – Mr. Rankin and Mr. Anderson met with the lawyer our prior counsel had recommended and signed a letter of engagement

Fundraisers – The board discussed when a fundraiser needs and does not need board approval and will review the relevant policy to ensure it reflects the board’s intent.

**Motion:** *Approve Hoplite Helpers fundraising request*

Motion: Mr. Rankin  
Second: Mr. Ryder  
Vote: *NONE*  
*(motion withdrawn)*

The board determined this event did not need board approval and could proceed as planned.

## Community Comments

Comments were made by Mr. Rutherford.

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## Adjournment

Motion made to adjourn meeting.

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

Open Meeting adjourned: 6:42pm

Next meeting is currently scheduled for October 19, 2023  
Open Session 5:00pm, RCS R2 Conference Room.