

## **MINUTES – September 28, 2015 - TRCS Board of Directors Meeting**

**Mission Statement:** We will support each student's continuing discovery and development of self and community by providing a learning environment that is relevant, active and project oriented. All aspects of the student's experience at Two Rivers Community School will enhance his/her natural learning power.

**Members Present:** Harrison Sterne, David Rizer, Shari Williamson, Bryan Martin, Hannah Reader, Paulette Marty, Laura Mallard, Jason White, Jonathan Carpenter; Karen Trefz, Lynnwood Brown, Lindsay Carroll, Sallie Arnold

### CALL TO ORDER

- Meeting called to order by Paulette at 5:36 p.m.
- Quorum established with 7 voting members present at call to order

### MISSION STATEMENT

- Mission statement read by Jason

### CALL FROM INSURANCE REPRESENTATIVE

- Explanation of our policy – benefit categories/limits, deductibles, etc
- SafeSchools – we have access to their training via our insurer, Utica National Insurance Group (Orange Grove Elementary in Charleston is also client of Utica's and uses SafeSchools)
  - No additional cost – included in our premium

### APPROVAL OF SEPTEMBER 28, 2015 BOD MEETING AGENDA

**ACTION: Harrison moved to approve tonight's meeting agenda (*attached to these minutes as Exhibit A*); Lynnwood seconded – PASSED by consent**

APPROVAL OF AUGUST 24, 2015 BOD MEETING MINUTES

**ACTION: Jason moved to approve August 24, 2015 minutes; seconded by Lynnwood – PASSED by consent**

CONFLICTS OF INTEREST

- None

PUBLIC COMMENTS

- Vicki Krueger – thoughts on empathy from student/Ms. Vicki
  - Thank you to Sallie – her final meeting

GOVERNANCE POLICIES

- GP-2,-3
  - Read by Hannah, Jonathan

**ACTION: Lynnwood moved to re-commit to the above governance policies; seconded by Jason – PASSED by consent**

EXECUTIVE REPORTS

- Treasurer
  - Budget Transfers – Request for Authorization (*attached to these minutes as Exhibit B*)
    - Based on the information we are getting from Acadia, we ended last fiscal year at about \$310K instead of the projected \$250K
    - Reductions in revenue to reflect 172 students
    - Need authorization from Board tonight to authorize expense budget for Development Director
      - Discussion about where to pull this money from (legacy fund vs. operating expenses) – general input that it makes sense to take it from legacy
        - Anything that comes out of legacy fund requires Board

action

- Ryan mentioned that it would be helpful to more specifically define the legacy fund, in part because he needs to know how to answer potential donors when asked what the legacy fund is
  - Paulette suggested that the Development Committee should bring a suggested definition to the Board
- For Board awareness, there is a feeling that \$10K increase in fundraising as a result of Development Director is more reasonable than \$50K

**ACTION: Harrison moved to approve the Budget Transfers in *Exhibit B*, with amendment that the \$2500 for fundraising expenses would come from legacy fund account instead of general operating account; Karen seconded – PASSED by consent**

- Director's Report (*attached to these minutes as Exhibit C*)
  - School report card will likely again be grade of B, with a much higher growth rate score
  - EPA is getting strict about asbestos testing, so we are having to spend more money for testing, continues to come up clean
  - We are complying with EC desk audit
  - David received a request from a family where Dad is a chef who is going to Brazil for 3 months (student leaving in January, back in April)
    - Our cut-off for enrollment is in January, so we need to make an exception to allow this student to re-enroll when he returns

**ACTION: Shari moved to approve the application of the parent vocational opportunity policy to allow above-referenced student to re-enroll when he returns in April; Karen seconded – PASSED by consent**

- Enrollment up 3 from 171 to 174, though some came in after first day so we won't be at 174 exactly for revenue purposes
- Lynnwood noted that we need one purpose responsible for responding to website inquiries

#### COMMITTEE REPORTS

- Development
  - Ryan presented his Development Director Board Report (*attached to these minutes as Exhibit D*)

- Academic Standards
  - Will continue acting more as a staff committee with a Board liaison
  - Looking for some guidance on their charge
    - It is largely in the by-laws, but the committee also has been focusing on getting parents engaged
- Buildings and Grounds School
  - Proposing that we apply for the Awesome Foundation Grant, will bring proposal before Board next month and will include what staff member(s) will be responsible for the work
- Shari moved to adjourn the meeting; Jason seconded – PASSED by consent
  
- September 28, 2015 TRCS Board of Directors meeting adjourned at 8:14 p.m.