



**Minutes**  
**Board of Trustees Voting Meeting**  
November 19, 2020, 6:30 PM  
**Google Meet link:**

<https://meet.google.com/dqs-baqp-mwz> (meeting closed-in active)

1. **Meeting Call to order - 6:31 pm - Dan Rufo**
  - Pledge of Allegiance
2. **Opening statements – Dan Rufo**
  - Process for New Business - please submit public comment to email: [publiccomment@rak12.org](mailto:publiccomment@rak12.org)
3. **Review & accept minutes from October 15, 2020 - Voting Meeting**
  - **Minutes** - Motion to approve minutes from October 15, 2020 Meeting by E.Falcone; Seconded: G.Queen. All in favor, none opposed. Motion carries. **Minutes from October 15, 2020 Meeting are Accepted.**
4. **Policy Reviews/Resolutions**
  - **RA Telecommuting Policy** – Motion to adopt RA telecommuting policy, telecommuting agreement and telecommuting safety checklist made by A.Fragoli; Seconded: S.Narahari. All in favor; none opposed. Motion carries. **RA telecommuting policy, telecommuting agreement and telecommuting safety checklist are Adopted.**
    - [Telecommuting Policy](#)
    - [Telecommuting Agreement](#)
    - [Telecommuting Safety Checklist](#)
  - [Transgender Student Policy](#) - Second Reading
  - [Transgender Staff Policy](#) - First Reading
5. **Committees Meeting updates – Committee Chairs**
  - **Development Committee** – G.Guarino Buli – [Development Report November 2020](#). Met Accepting Donations For Counseling Department
  - **Curriculum & Achievement** – D. Rufo.
  - **HR Committee** – E. Falcone. Continuing to seek candidates for van drivers and increased focus on support staff/positions given industry wide shortage resulting from COVID. Also identified objectives for next year.
  - **Finance Committee** – S.Glick. Tuition receivables about 74%, present cash balances sufficient not to have to draw on line of credit. Presently this years' budget on track. Potentially will have benefit of higher than expected PDE rates and grants, to offset a-typical expenses. Plan is to begin planning earlier this year for next year with increased detail.
    - Disbursement of Bonuses as presented by committee. Motion to approve disbursement of staff bonuses made by E.Falcone; Seconded: G.Queen. All in favor, none opposed. Motion carries. **Motion to disburse bonuses as presented by the committee Approved.**

- **Strategic Planning Committee** – Y.Francois. Met 11/12/2020. Focus was to long term goals both meet RA founding principles and are tied to measurable objectives. Consideration of retaining grant writer to increase grants RA can apply for and potentially receive.
- **Legislative Committee** – G.Queen. Met Friday after election. Will be emailing all newly elected representatives to congratulate and make introduction to RA. Discussed seeking greater involvement in Montgomery IU and importance of maintaining transparency in RA operations, in particular with respect to use of COVID funds.
- **Equality & Equity** – S.Narahari. Met 11/12/2020. Have compiled email distribution list, have student participant(s). Also discussed Middle states certification. Re-raised mural discussion and potential for bringing it indoors.

## 6. Administration Reports

- **Business Manager's Report** – Carol Schaeffer - In Board Drive. Motion to Approve Business Manager's Staff Roster made by S.Narahari; Seconded: E.Falcone. All in favor, none opposed. Motion carries. **Business Manager's Report is Approved.**
- **Lower School Principal Report** – C.Herman –
- **Upper School Principal Report** – M.Boyd. Updates from class of 2021: approx. 80% of class has submitted applications. Each week have multiple virtual college visits (typically have in- \$1.9 million present scholarships granted. RA Community: Students proposing new clubs; Middle School Academy Counsel working on winter themed drive-in. Upper school has 339 students on High Honor or Honor Roll. Ongoing weekly raffles for PBIS – mostly school spirit merch. Congrats to Mr. Smith whose hard work on preparing and submitting a PBIS related grant resulted in RA receiving that grant.
- **CEO Report** – [CEO Report](#). G.Guarino-Buli - Teaching and learning team focusing on supporting virtual tools for support of teachers and students. Professional Development has continued, as well. Will be rolling out book study as a part of the Equality & Equity Committee focus, thank you's to staff and teachers that were instrumental in selecting that book. Received second COVID grant from Chester County Commissioners, working on use of those funds. Submitted Middle States re-accreditation plan. Enrollment: currently fully enrolled. Have had attrition at lower levels, but were able to fill those right away. Also, right now taking new applications. Have held 2 virtual open houses for prospective students and families.

## 7. New Business

- [Form Vendor Agreement](#) Vote held till next month for additional edits and use procedures
- **RA Reopening Plan - Phase 3 update – Updates to Health and Safety Plan.**
  - Dr. Buli to present summary and details: Plan primarily updates dates, reflects move from color to language based restrictions. Also updated to reflect changes approved at last meeting. Criteria for which students should brought back at which times, and based on parent responses (family agrees to send student & comply with all required mandates, eligible academic (IEP, 504, regression in map scores, consistently poor performance not consistent with prior years, in a tier 2 or 3 MTSS,, (Social/emotional - attendance or participation issues, detrimental observed) Also for Kindergarten – looked at math/ela specific benchmarks reporting below level attainment. Presently targeting 12/9/2020 for the return of the first group. Parents will be advised no later than 11/23/2020 if their students are in that group. If that changes, families would be advised no later than 12/23/2020. No later than 12/1 and if that changes

families would be advised. Motion to approve Updates to Health and Safety Plan made by M.Greiner, Seconded: S.Narahari. All in favor none opposed Motion passes.

**Updated Re-Opening Plan Approved and Adopted.**

- Public Comment - none
- **Updated Athletics Plan** –Motion to approve updated athletics plan made by E.Falcone; Seconded: Y. Francois. All in favor; none opposed. **Updated Athletics Plan Approved and Adopted.**

8. **Public comment** - Please use the “Raise Hand” feature and you will be unmuted
9. **Adjournment** – Motion to adjourn meeting made by Y. Francois; Seconded M.Greiner. All in favor; none opposed. Motion passes. **Meeting Adjourned at 7:45 p.m.**
10. **Executive Session** - Brief Executive Session was held to update the Board regarding Finance/Real Estate Issues