

MINUTES
BOARD OF TRUSTEES VOTING MEETING
November 18, 2021, 6:30 PM
Google Meet link: <https://meet.google.com/dqs-baqp-mwz>

1. Call to order – 6:30 p.m.

2. Opening Matters

- Pledge of Allegiance - [Flag](#)
- **Attendance:**
 - **Board Trustees:** Dan Rufo (President – Presiding), Monica Reynolds (Secretary), Elizabeth Falcone (Vice-President); Shawn Glick (Treasurer), Greg Scott, Mark Greiner, Sujaya Narahari, Yvan Francois; G. Anne Waskiewicz; Gwendolyn Supplee; Seyi Akinfenwa
 - **Administration:** Dr. Gina Guarino-Buli, David Cosme, Jr., Harold Smith; Michelle Boyd; Carol Schaeffer; Heather Rinker; Kendra Gruber
- Opening statements – D.Rufo
 - Process for New Business - please submit public comment to email - publiccomment@rak12.org
 - Executive Session last month - Legal Matters and Real Estate

3. Review & accept minutes from past meetings

- Motion to approve the Meeting Minutes from the October 21, 2021 meeting made by G.Scott; Seconded: E.Falcone. All in favor, none opposed. Motion carries. **The October 21, 2021 Meeting Minutes are APPROVED.**

4. Policy Reviews/Resolutions

- **Board procedures - [Third Reading](#)**
- **Board agenda preparation - [Third Reading](#)**
- **Board Complaint Policy - [Second Reading](#)**

5. Committees Meeting updates – Committee Chairs

- Development Committee – M.Grenier provided summary. Giving Tuesday is November 30th of this year – donations go to 1 of 3 options: (i) Kindergarten Center Play area fund. (ii) Student Mindfulness Fund, or (iii) Teacher Tuesday Fund. All webpages will go live on Monday, November 22nd 2021. A letter of gratitude will go out on Wednesday before Thanksgiving. Counseling department updated their holiday program website. Wawa hoagie coupon ordering added to the website for the academic decathlon team. Updated bake sale guidelines to meet all local county, state, and federal requirements and requirements and regulations. The Gertrude Hot Chocolate Sales started and has been promoted on Social Media and Weekly Roundtable newsletter sale, has been added to the website. New fundraising program: teaming with Rite Aid Corporation to be part of their Rite Aid, RX fundraising program. Will send emails highlighting recurring gifts, annual donations and matching donations for programs such as register options, Amazon box tops, Rite Aid, Holiday Fruit Sale. Candy grants will be back this year in December for the students to spread a little holiday cheer. Development has taken over their section of the Rk-12 website. It is

currently being updated and remains accessible. Also committee is currently researching state environmental grants, applying ready to learn block, grant, and applying for an LOI with the Longwood Foundation

- Curriculum & Achievement – D.Rufo reported that no meeting was held this month.
- HR Committee – E.Falcone provided summary. Met yesterday. Two (2) staff separations over last month. Already filled. Three (3) staff leaves of absence upcoming. Looking to fill positions: potentially two (2) additional building subs. HR together with the finance committee will be requesting board approval of an “ABC bonus” (Above and Beyond COVID bonus) for staff acknowledgment and appreciation.
- Finance Committee – S.Glick provided summary. Committee met on Tuesday. 61% of tuition receivables outstanding. The auditors are finalizing the FYE 2021 audit. Should have draft reports soon. RA does not need to conduct a single audit for FYE 2021. Given the challenging times of providing our students with a quality education, the Board of Trustees wanted to reward teachers and staff for hard work and dedication fighting through the disruption Covid-19 has on our education system and daily lives. To this end, the HR committee in conjunction with the Finance committee was tasked with exploring the feasibility of providing all staff with a Staff Appreciation Bonus (ABC Bonus – Above and Beyond COVID). Because FYE 2021 financial budget is tracking better than expected, the Committee believes it can accrue this bonus in last year's budget and pay it out this year.

ABC Bonus Vote - Both the HR and Finance committees recommend approval of the bonus. If the bonus is approved, Dr. Buli will communicate the bonus parameters with staff. E.Falcone made a motion to approve a one-time ABC bonus totaling \$150,000. S.Narahari - Seconded. All in favor, none opposed. Motion carries. **The ABC Bonus to Staff is APPROVED.**

- Strategic Planning Committee – Y.Francois provided summary. No meeting this month but requested that committee members return materials so he can compile for the next retreat.
- Legislative Committee – G. Guarino-Buli provided summary for G.Queen. Discussed hosting something for local politicians in the coming calendar year. Visit with Guy Ciarrocchi, CEO of Chester County Chamber.
- Equality & Equity – Gwen attended and S.Narahari provided summary, which is also contained in principals’ reports. Ongoing discussion of how to implement a Coexist type club at elementary level.
- Business Manager’s Report – C.Schaeffer - In Board Drive
 - Staff roster by Business Manager - Motion to Approve Staff Roster made by S.Glick; Seconded: S.Narahari. All in favor, none opposed. Motion carries. **Staff Roster is APPROVED.**

6. Administration Reports - [Principal Reports](#)

- Elementary School Principal Report – K.Gruber provided summary. Elementary counselor conducting small groups focusing on kids that need additional support. Had Kindness week in 3rd & 4th grade, correlated with International Kindness Week. Continuity of Elementary had Halloween Parade which was great fun. Thank you to Eileen Keller who organized and created the video. Upcoming festivities

- include winter celebrations and building elementary, equity and equality. Continuing to keep up Google Classroom and providing the support the students need.
- Middle School Principal Report – H.Rinker provided summary. Working on starting 5-8 climate and culture group.
 - High School Principal Report – M.Boyd provided summary.
 - CEO Report – G.Guarino-Buli provided summary. [CEO Report](#). Review of current school data and status; Update on Pool Testing;
 - Discussion of Amendment to Health & Safety Plan to include volunteers on campus. Motion to Approve Amendment to Health and Safety Plan with regard to requiring vaccination of volunteers and allowing volunteers to return to building made by E. Falcone. Seconded: M.Greiner. All in favor, none opposed. Motion carries. **Amendment to Health and Safety Plan is ADOPTED, with respect to volunteers on campus, as discussed.**
 - Discussion of Amendment to Health & Safety Plan to allow mask removal for high energy activities for extracurricular athletics (not gym class). Motion to Approve Amendment to Health and Safety Plan with regard to requiring vaccination of volunteers and allowing volunteers to return to building made by E. Falcone. Seconded: S.Glick. S.Narahari is opposed, all others in favor. Motion carries. **Amendment to Health and Safety Plan is ADOPTED, with respect to requirements for high impact extra-curricular sports as discussed.**
 - Anticipation of Mask Mandate being lifted – discussion held but no vote taken.
 - Discussion of potential appointments to the RA Foundation Board. No vote taken.
 - Comment from Y. Francois reminding them if there is something that any principal needs, please make sure to let the Board know.
 - Question from S.Narahari re: whether a separate team needs to be put together to assist with restoration of behaviors that are consistent with RA core values.
 - Dean of Students – H.Smith – Concerns are real, but do feel that students are “getting there” in better self-regulation. With the addition of Mr. Miller (incoming dean of students for 5-8), we are formulating plans on how to restore culture to “what it used to be.” Will be teaming up with Big Brothers/Big Sisters. Also will team with Phoenixville Hospital and their vaping program. Future leaders coming in to speak to 10, 11 & 12th graders. Planned seminar for December. Working with the Co-exist Club with regard to student’s concerns about such things as language.

7. New Business

- **Student Disciplinary Hearing** – E.Falcone reported that a student disciplinary meeting was held on October 26, 2021 and requested a motion to accept the subcommittee's recommendation for rehabilitation rather than expulsion. S.Narahari made a motion to accept, - Seconded by G. Supplee. All else in favor; none opposed. Motion carries. **The Subcommittee’s recommendation with regard to the student disciplinary meeting held on October 26, 2021 is ACCEPTED.**
- **CEO Salary & Bonus Update** - E.Falcone made a motion to approve updated CEO Salary and Bonus Structure as presented. G. Scott – Seconded; M.Greiner Abstaining. All else in favor; none opposed. Motion carries. **Updated CEO Salary and Bonus Structure as presented is APPROVED.**
- **Committee Assignments** – discussion held but no vote taken.

- Development – Mark Greiner is chair. Needs to step down because he will be missing half of the meetings. E. Falcone also wanted to step down to join other committees. Discussion as to whether committee is needed or liason would be sufficient.
- Curriculum & Achievement. Dan is chair. Sujaya is also a member. Sujaya would like to join.
- Human Relations. E. Falcone is chair. Sujaya would like to be a member. Monica and Greg Scott are members and Anne would like to be a member._
- Finance Committee. Shawn is chair.
- Strategic Planning. Gwen wants to join. Dan will also join
- Legislative – G.Queen would like to step down. Gwen and Anne will join._
- Equality & Equity. Sujaya will stay on as chair. Mark would like to stay on & Gwen would like to join.

8. Public comment - If not submitted as an email, please use the “Raise Hand” feature and you will be called upon - publiccomment@rak12.org.

- K.Wenger – standpoint as a parent – thank you for your hard work, parents appreciate what the Board has done to get through the pandemic.

9. Adjournment Motion to adjourn made by M.Greiner; Seconded by G.Suppelee. All in favor, none opposed. Motion passes. **The meeting was ADJOURNED at 8:44 p.m.**

10. Executive Session - Discussion of Real Estate Matters

Monica Mathews Reynolds

Monica Mathews Reynolds, Trustee and Recording Secretary