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**Richmond College Prep (RCP) Board Meeting Minutes**  
**1014 Florida Avenue, Richmond, CA 94804**  
**February 22, 2024**

**Board Members Present:** Neville Richardson (Chair), David Rosenthal, Leonard Pitt, Julius Walker, Pat Scott, Mateus Chavez, and Lance Jackson.

**Staff:** Peppina Liano - CEO  
 Maria Trejo – Director of Operations

<b>1.0</b>	<b>Call to Order</b> The meeting was called to order at 5:05 PM	5:00 PM
<b>2.0</b>	<b>Roll Call/Attendance</b>	5:08 PM
<b>3.0</b>	<b>Public members that wished to address the Board of Directors:</b> None	5:09 PM
<b>4.0</b>	<b>Approved Minutes for December 7, 2023</b>	5:10 PM
<b>5.0</b>	<b>Discussion and Action Items</b>  <b>5.1 Financial update:</b> Eric Noll, EdTec <ul style="list-style-type: none"> <li>● Net change of (\$416K) in operating income, with the EFB (Ending Fund Balance) projected at \$5.5M.</li> <li>● A net increase (decrease) in Fair Market Value (FMV) has contributed \$1.2M of income.</li> <li>● Attendance has been strong, with Average Daily Attendance (ADA) exceeding the annual forecast of 525 ADA.</li> <li>● The average attendance rate is 95.17%, with Kinder and TK showing the lowest rates.</li> <li>● Prop 28, focused on Arts &amp; Music, was discussed with relevant timeline, requirements, and reporting obligations outlined:             <ul style="list-style-type: none"> <li>● Timeline: Begins in 2023-24 and continues with three years to spend each year's entitlement.</li> <li>● Requirements: Schools with more than 500 students are required to spend 80% or more on staff. It's emphasized that this is a supplement and not a supplant, meaning it's a new expense to the budget.</li> </ul> </li> </ul>	5:15 PM

	<ul style="list-style-type: none"> <li>● Reporting: Completion of expenditure plans and annual reports are mandatory, with the necessity of board approval and posting to the school website.</li> </ul> <p><b>5.2</b> The Board extended the Board Member Terms for another three years.</p> <p><b>5.3</b> The Board members discussed the research meeting with Mr. Phillips, a member of WCCUSB.</p> <p><b>5.4</b> Executive Meeting</p>	
<p><b>6.0</b></p>	<p><b>Director’s Report</b></p> <p><b>6.1 Updates and Announcements:</b> Peppina Liano, CEO</p> <p><b>Shalonda Gregory Interview:</b></p> <p>Shalonda Gregory was interviewed on December 13, 2023, as recommended by Neville Richardson. Ms. Gregory shares many of our organizational goals and holds a principal position in Oakland. We are awaiting her contact after she rescheduled her tour of RCP multiple times.</p> <p><b>Chamberlains' Donation for Maritime Building:</b></p> <p>Following the offer from the Chamberlains to donate funds for the Maritime building purchase, there hasn't been an immediate response from the Board. However, Steve Chamberlin and two directors from his foundation returned to offer additional ideas. David Rosenthal can provide further details on this matter.</p> <p><b>School Activities and Events:</b></p> <ul style="list-style-type: none"> <li>● The volleyball girl's team is preparing for the next championship.</li> <li>● An archery event held in the playground was a great success.</li> <li>● Girls on the Run program concluded for the year and will resume in spring.</li> <li>● Parent conferences held on October 6 achieved 91% participation, with 100% participation from kindergarten parents.</li> <li>● The fall festival on October 13 was well attended, bringing joy to the students.</li> <li>● The first parent assembly was conducted in October.</li> <li>● The student council, predominantly consisting of seventh-grade students, organized various initiatives, including a pink day for breast cancer awareness and toys/food drives for the holidays.</li> </ul> <p><b>Staffing Updates:</b></p> <ul style="list-style-type: none"> <li>● Ms. Trejo assumed most of Ms. Monteiro's duties.</li> </ul>	

	<ul style="list-style-type: none"> <li>● Monia Bubaker was hired to assist Ms. Trejo, who continues to serve as the Director of Operations with a crucial role in finalizing details for the new portable.</li> </ul> <p><b>Acknowledgments:</b></p> <ul style="list-style-type: none"> <li>● Appreciation to Lenny for bringing in a remarkable musician who is collaborating with one of our first-grade teachers. Plans are underway to establish a string orchestra with lower elementary students and after-school sessions post-break.</li> <li>● Thanks extended to Mateus and Silvia for visiting RCP to observe the end of the school day and the transition to after-school activities. Encouragement for all Board members to visit RCP.</li> </ul>	
<b>7.0</b>	<b>Adjournment</b>	6:30 PM