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Richmond College Prep (RCP) Board Meeting Minutes
1014 Florida Avenue, Richmond, CA 94804
May 30, 2024

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

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

1.0	Call to Order The meeting was called to order at 5:07 PM	5:00 PM
2.0	Roll Call/Attendance	5:08 PM
3.0	Public members that wished to address the Board of Directors: None	5:09 PM
4.0	Approved Minutes for May 2, 2024	5:10 PM
5.0	5.1 Edtec Financial Report – Eric Noll: <ol style="list-style-type: none"> 1. 2023-24 Financial Update <ul style="list-style-type: none"> ○ April Forecast Update: Operating income has improved by \$23K due to strong P2 ADA (Average Daily Attendance) and savings. ○ Enrollment & Attendance – P2: Final P2 ADA of 520.51, which is 5.28 ADA over forecast. ○ Attendance Performance by Grade – P2: Average attendance was 94.31%, with 8th grade being an outlier. 2. 2024-25 Budget Development <ul style="list-style-type: none"> ○ May Revise Highlights: A 1.07% COLA (Cost of Living Adjustment) is included, which extends to Special Education, Nutrition, MBG, Equity Multiplier, and more. The increased COLA adds approximately \$50 per ADA. No deferrals or new programs or funds are included. ○ Declining Enrollment in CA: Schools have used one-time funds to backfill for enrollment shortfalls. California is expected to see an 11% drop in TK-12 enrollment over the next decade, with varying impacts by county. ○ Five-Year Budget: Projections for revenue and expenses for the next five years. 	5:15 PM

	<p>3. Facility Acquisition Update</p> <ul style="list-style-type: none"> Progress on securing facilities includes two term sheets in hand and two in process. Consultations with Antonio Gonzalez and the potential value in seeking NHRP (National Register of Historic Places) funds were discussed. <p>4. Exhibits</p> <ul style="list-style-type: none"> Includes detailed financial statements such as April Financials, April Cash Flow, April Balance Sheet, and the Five-Year Budget. <p>Enrollment and ADA Projections:</p> <ul style="list-style-type: none"> Total Enrollment: Consistent at 557 students. ADA %: Average ADA percentage is projected at 93.4% for 2023-24, slightly increasing in subsequent years. <p>5.2 The Board reviewed the Local Control and Accountability Plan (LCAP): Access the LCAP review at https://www.rcpschools.org/lcap, detailing our strategic plan for achieving educational goals and addressing student needs, ensuring transparency and community involvement.</p> <p>5.3 The Board reviewed the RCP Budget for the Fiscal Year 2024-25: Evaluation of the budget plan for the upcoming fiscal year, outlining financial allocations and priorities to support our educational mission and operational requirements.</p> <p>5.4 The Board reviewed EPA Expenditure Plan 2024-25: Analysis of the Environmental Protection Agency (EPA) Expenditure Plan for the fiscal year, detailing expenditures aimed at environmental sustainability and compliance with regulatory standards.</p> <p>5.5 The Board reviewed Prop 28 Annual Report: Assessment of the Prop 28 Annual Report, presenting compliance with state regulations and accountability measures related to education funding and resource allocation.</p> <p>5.6 The Board reviewed the academic calendar for FY 2024-25: Examination of the academic calendar for the fiscal year, outlining key dates and scheduling considerations to support effective teaching and learning.</p> <p>5.7 The Board reviewed the Board calendar for FY 2024-25: Review of the Board calendar for the fiscal year, detailing meeting schedules and important events to facilitate governance and decision-making processes.</p>	
<p>6.0</p>	<p>Director’s Report</p> <p>6.1 Updates and Announcements: Peppina Liano, CEO</p> <ul style="list-style-type: none"> Interviews for Head of School: Conducting tomorrow, May 31. 	

	<ul style="list-style-type: none"> ● Testing Updates: <ul style="list-style-type: none"> ○ 3rd-8th grade students have completed the SBAC, with preliminary results emerging. ○ TK-2nd grade students completed the MAP test with promising results. ● Professional Development: Teachers participated in training from May 1-3 for SBAC best practices. ● Teacher Appreciation: Celebrated May 6-10 with an assembly and recognition diplomas. ● Sports Field Day: Held this afternoon by the Richmond Recreation Center, with 120 students participating. ● Offer Letters: Samples were sent as Neville requested. ● ELD Regulations: A brief description was provided; it is available for questions. ● Student Graduations: <ul style="list-style-type: none"> ○ RCP Alumni have graduated from High Schools, Marin Academy, and Invictus. ○ Four of our RCP alumni students were accepted at UC Berkeley. ● Upcoming Events: <ul style="list-style-type: none"> ○ June 7: 8th-grade graduation rehearsal and Athletic Department sports celebration. ○ June 9: 13 students participating in the Close-up program in Washington, D.C. ○ June 10: 8th graders visiting the Academy of Science in SF. ○ June 11: 8th graders visiting the Exploratorium. ○ June 12: Family picnic for 8th graders and parents. ● School Extension: The last school day is June 14, and there is an optional two-week extension until summer school starts on July 8th. 	
7.0	Adjournment	6:50 PM