



**January**  
**2024: Riverside Leadership Academy - Board Meeting Minutes**

Board of Directors Meeting Date: January 10, 2024 @ 6:00 PM Virtual Meeting: <a href="#">Google Meet</a>	Notes
<b>Opening Session</b>	
Meeting called to order Welcome guests & recognition	Called to Order at 6:01pm by Board Chair <span style="background-color: #e0e0e0; border-radius: 5px; padding: 2px;">Damien Perez</span> Quorum Status Confirmed. <a href="#">Attendance Record</a>
<b><u>Reading of Mission Statement</u></b>	Erika Butters - Read the mission statement for the Board  <i>Through project based and leadership curriculums, Riverside Leadership Academy develops confident, community focused, future ready leaders. Students thrive from meaningful connections between families, school staff, and community members curated by involvement of all stakeholders.</i>
<b><u>Consent Agenda</u></b> <ul style="list-style-type: none"> <li>a. Approval of <b>January 10</b> Agenda</li> <li>b. Approval of December 20 Meeting Minutes</li> </ul> *Link documents	Erika Butters motions to approve the agenda & December 20 minutes Greg Sims seconds Vote passed: Unanimous
<b><u>Public Comment/Citizen Input:</u></b>  <a href="#">Public Comment Statement</a> and Guidelines	No public comment
<b><u>Announcements and Acknowledgement</u></b>	None
<b>Reports</b>	
<b><u>Facility Update</u></b>	Damien and Randy Akin attended the Board of Aldermen (BOA) meeting in New Bern last night. Recommendation to deny City of New Bern annexation of land for RLA. The BOA accepted this recommendation. This means RLA will remain in the county. Now permits can be obtained.



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<p>a. Damien Perez gave an update on facilities</p>	
<p><b><u>Administrative Report</u></b> N/A</p>	<p>Projected Administrative Report Start- June 2024</p>
<p><b><u>CSP Employee Benefit Update</u></b></p>	<p>Cory Draughon introduced team members, Ashley Thompson and Brian Puckett to discuss the employee benefits package. Brian with school insurance (broker) presented options (State Health Plan vs. Open Market Health Insurance). An example benefits guide for employees was shared with the board. Charters have the option to choose the State Health Plan or Open Market insurance. Cory shared that no decision was required at present. Damien Perez shared his experience with the company. Siobhan Brewer asked about funding during the first year.</p> <p>Vote approve the Open Market health insurance plan presented.</p> <p>Greg Sims motions  Siobhan Brewer seconds  Vote passed: Unanimous</p> <p>Vote to approve opting into private retirement for employees.</p> <p>Erika Butters motions  Discussion: Siobhan Brewer asked a clarifying question regarding retirement plans. Cory Draughon and Damien Perez provided explanation and clarification.  Greg Sims seconds  Vote passed: Unanimous</p>
<p><b><u>Committee Reports</u></b></p> <p>a. Finance Committee  b. Personnel Committee  c. Governance Committee  d. Marketing &amp; Enrollment Update</p>	<p><b>Finance Committee:</b> Damien Perez shared engagement letter from Auditor (Patel). eRate Contract Proposals have been received - CAS eRate and eRate Services, LLC - Amy Hobgood shared her experience with eRate services. Damien Perez recommended that RLA approve using Cindy Johnson with eRate Services, LLC.</p> <p>Vote approve using Cindy Johnson with eRate services, LLC.</p> <p>Siobhan Brewer motions  Erika Butters seconds  Vote passed: Unanimous</p>



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	<p><b>Personnel Committee:</b> Damien Perez shared that contracts for 10, 11, &amp; 12 month employees are being revised by CSP. Damien expects those revisions within the next week and hopes to be able to extend a contract by the next meeting. Over 20 board members' applications have been received. Open floor discussion regarding how many applicants to interview. Personnel committee will narrow down and decide how to proceed with interviews. Should committee members who have stepped down from the board be permitted to reapply? Personnel committee will review and decide. Personnel committee will meet before RTO training in Raleigh on January 24, 2024. Personnel committee will interview 7-9 applicants and rate them for the board.</p> <p><b>Governance Committee:</b> Damien Perez shared feedback from Office of Charter Schools was received on what we have submitted thus far. Cory Draughon &amp; Damien are working on revisions and will bring back to the board for another vote on January 24th. School Risk Management (SRMP) training is going to be held for school leaders, and Damien Perez will attend.</p> <p><b>Marketing &amp; Enrollment Update:</b> Damien Perez shared that we currently have 330 applicants (was 287 on Saturday before Town Hall meetings). The 6th grade numbers jumped up. We must be at 75% to move to opening. CSP marketing is pushing 600 applicants by lottery time! Great job with town halls. Siobhan Brewer is grateful for Sarah's contributions and support at town halls. Alex Ranieri has compiled a list of frequently asked questions to help with consistency, etc. Damien and other board members will work on adding responses to the document.</p> <p>The Mardi Gras street fair and parade is coming up on February 10th. Vendor booth and parade entry. Forward to Cory to help finalize registration. This will be a long day and we will need everyone to pitch in to help.</p>
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**Closed Session**

<p><b>Closed Session - Pursuant to <a href="#">NC GS 143.318.11</a></b>          Purpose of Closed Session Discussion Item #3: 143-318.11. Closed sessions. (a) Permitted Purposes. - It is the policy of this State that closed sessions shall be held only when required to permit a public body to act in the public interest as permitted in this section. A public body may hold a closed session and exclude the public only when a closed session is required:</p> <p>Closed Session is not always held, but if it is, members of the public shall drop from the call and can return for</p>	<p>No closed Session this Board Meeting</p>
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<p>the open session vote/adjournment.</p> <p>The Board will give their best estimate of the time needed for Closed Session, but all timing will be approximate</p>	
<b>Final Updates</b>	
<p><b>1.</b> Next Scheduled BoD Meeting: February 14, 2024, at 6:00 PM</p>	<p>Alex Ranieri motions to adjourn  Erika Butters seconded  Vote passed: Unanimous</p>
<b>Adjournment</b>	7:10pm
<b>Minutes Prepared by</b>	Alex Ranieri
<b>Board Approved</b>	Jan 24, 2024