



November 2023: Riverside Leadership Academy - Board Meeting Minutes



Board of Directors Meeting Date: November 22, 2023 @ 6:00 PM Virtual Meeting: Google Meet	Notes
Opening Session	
Meeting called to order Welcome guests & recognition	Called to Order at 6:05pm by Board Chair Damien Perez Quorum Status Confirmed. Attendance Record
<u>Reading of Mission Statement</u>	Dee Taylor - 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>
<u>Consent Agenda</u> a. Approval of November 22 Special Agenda b. Approval of November 08 Board Meeting Minutes <i>*Link documents</i>	Siobhan Brewer motions to approve the agenda & minutes Dee Taylor seconds Vote passed: Unanimous
<u>Public Comment/Citizen Input:</u> Public Comment Statement and Guidelines	No public comment
<u>Announcements and Acknowledgement</u>	None
<u>Reports</u>	
<u>Facility Update</u>	None
<u>Administrative Report</u> N/A	Projected Administrative Report Start- June 2024



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<p>CSP Financial Report</p> <p>a. Audit & Tax Services</p>	<p>Siobhan Brewer motions proposal for audit and tax services from Sharpe Patel, CPA. Dee Taylor seconds Vote passed: Unanimous</p>
<p>Committee Reports</p>	
<p>Committee Reports</p> <p>a. Personnel Committee b. Governance Committee</p>	<p>Discussion of the Director of Curriculum, Instruction, & School Culture Job Posting: There are 6 applicants for the job, but only 3 of them meet the minute requirements for the position. They are Kelli Miller, Healthier French, and Sandra Walters. These three are the only applicants with any teaching experience. The whole board will interview candidates.</p> <p>Discussion of New Bern Christmas parade: Float building will take place Sunday, November 26 at 12:00pm at Erika Butters' house. Alex Ranieri will pick up supplies for float.</p>
<p>Policies</p>	
<p>Governance</p> <p>a. Review and approve policies:</p> <p>Consent Agenda:</p> <ul style="list-style-type: none"> i. 4.000 Accessing Funds Policy - ... ii. 4.001 Budget Planning and App... iii. 4.002 Third-Party Contracts - RLA iv. 4.003 Financial Audits - RLA v. 4.004 Purchasing and Payments... vi. 4.005 Use of Federal Funds - RLA vii. 4.006 Financial Controls Policy -... viii. 4.007 Refund Policy - RLA ix. 5.000 Student Records Policy - ... x. 5.005 Homebound Services Poli... xi. 5.006 Exceptional Children Serv... xii. 5.01 10/20 Day Rule Policy - RLA <p>Discussion:</p> <ul style="list-style-type: none"> I. RLA Board Evaluation II. Riverside Leadership Academy _ School... 	<p>Siobhan Brewer motions to approve all policies in the Consent Agenda. Alex Ranieri seconds Vote: Unanimous</p> <p>Siobhan Brewer motions to approve the RLA Board Evaluation. Dee Taylor seconds Vote: Unanimous</p> <p>Siobhan Brewer motions to allow Damien Perez to correct the date of adoption for the bylaws in previous meeting minutes. Erika Butters seconds Vote: Unanimous</p>



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III. 02. Riverside Leadership Academy Bylaw...	
Closed Session	
<p>Closed Session - Pursuant to NC GS 143.318.11 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 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>	No closed Session this Board Meeting
Final Updates	
	Siobhan Brewer motions to adjourn Alex Ranieri seconded Vote passed: Unanimous
Adjournment	6:51pm
Minutes Prepared by	Alex Ranieri
Board Approved	December 2, 2023