



## February 2024: Riverside Leadership Academy - Board Meeting Minutes



Board of Directors Meeting Date: February 6, 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;">Damien Perez</span> Quorum Status Confirmed. <a href="#">Attendance Record</a>
<b><u>Reading of Mission Statement</u></b>	Siobhan Brewer - 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> a. Approval of January 24 Meeting Minutes b. Approval of February 6 Agenda <i>*Link documents</i>	Erika Butters motions to approve the agenda 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>	Welcome to three new board members: Steven Evans, Jessica Ray, & Samantha Amaral.  Insurance Option Update - Received insurance package from Lydia Smith with Utica. Board gave Siobhan Brewer authority at the last meeting to sign off on the package. Monthly premium will be \$2,234 to start and will change as facilities are added.
<b><u>Reports</u></b>	
<b><u>Facility Update</u></b>	Discussion: Erika asked about a “rent to buy” option for the modulars since RLA will use them longer than 36 months. Steven asked about what is included in terms of maintenance - Cory said structural maintenance is usually included, but general maintenance work will fall on RLA to handle. Amy asked if the modulars are



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<p>a. Modular Proposals from Carolina Modular Buildings (\$28,000 per month / 36 month lease) and Mobile Modular (\$40,000 per month / 36 month lease)</p>	<p>previously used - can we find out if they were used by a school? Siobhan asked if we could see them ahead of making a decision - Cory stated that we can see a floor plan, but not the actual units. Amy requested a breakdown of costs and what is guaranteed as part of the lease agreement - stated that her past experience was an average least of \$14,000 per month. Cory will plan for a facilities committee meeting and follow up on unanswered questions.</p> <p>Steve Hubrich is ready to prepare the site for modulars and building the K-8 school building. The DOT has signed off on their recommendations - requested a traffic circle. Putting together paperwork and permits to present to the board, and hoping to start work end of February.</p> <p>Cory recapped how the building phases will work.</p>
<p><b><u>Administrative Report</u></b> N/A</p>	<p>Projected Administrative Report Start- June 2024</p>
<p><b><u>CSP Financial Report</u></b> a. CSP working with Steve and Brian to continue to seek funding.</p>	<p>Estimated cost for Hubrich to prep the land at the school site, start building, and set up modulars ~\$5.9 million. There is a finance group interested in possibly investing in the project. They are coming to walk the site with Steve Hurbich next week. If they decide to invest, we can close as early as 60 days from now, or they can opt to wait until the school has students in seats. Should they choose to invest, the group will commit to funding the land prep, modulars, and k-8 building. Total projected projects cost ~15-17 million.</p>
<p><b><u>Committee Reports*</u></b></p> <p>a. Finance Committee: Need to open a bank operations account with Truist</p> <p>b. Personnel Committee: Board resignations received for Dee Taylor and Damien Perez, which will result in new officers on the board.</p> <p>c. Governance Committee: Need to schedule an in-person meeting to conduct a SOAR analysis and create a vision statement and establish core values for RLA. Siobhan will send a Doodle Poll for a date.</p> <p>d. Outreach Committee: Marketing: Enrollment currently 390; reminder about Mardi Gras event this Saturday (vendor tent &amp; parade)</p>	<p>Motion to open bank account by Erika Butters Seconded by: Steven Evans Discussion: Siobhan asked about timing of opening account. - required by RTO Vote: Unanimous</p> <p>Nomination to elect Siobhan Brewer as Board Chair Motion by: Erika Butters Seconded by: Greg Sims Vote: Unanimous</p> <p>Nomination to elect Alex Ranieri as Board Vice Chair. Motion by: Erika Butters Seconded by: Siobhan Brewer Vote: Unanimous</p> <p>Nomination to elect Samantha Amaral as Board Secretary. Motion by: Alex Ranieri Seconded by: Erika Butters Vote: Unanimous</p>



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	<p>Nomination to elect Jessica Ray as Board Treasurer.          Motion by: Erika Butters          Seconded by: Greg Sims          Vote: Unanimous</p>
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### Policies

<p><b>Policies</b></p> <ul style="list-style-type: none"> <li>a. <b>NC Educator Evaluation System (NCEES)</b> Adoption for 2024</li> <li>b. Employee Agreements</li> <li>- Exempt Employment Agreem...</li> <li>- Non-Exempt Employment Agr...</li> <li>c. Draft <b>2024-2025 School Calendar</b></li> </ul>	<p>Vote on Adoption of NCEES          Motion by: Erika Butters          Seconded by: Samantha Amaral          Vote: Majority</p> <p>Proposal to adopt Employee Agreements (Exempt/Nonexempt) policy.          Motion by: Greg Sims          Seconded by: Erika Butters          Vote: Unanimous</p> <p>Review of proposed school calendar. Need to remove optional workdays and make minor adjustments. Board will revisit at next meeting and vote to adopt.</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 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>	<p>No closed Session this Board Meeting</p>
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<b>Action after Closed Session</b>	
<ol style="list-style-type: none"><li>1. RLA Faculty and staff applications will be opened in the next week or so.</li><li>2. A CSP team member will be hired in local community to manage operations between CSP &amp; RLA. Cory will send out job description.</li><li>3. Plan on having a special called meeting in late February.</li></ol>	Motion to Adjourn by: Alex Ranieri Seconded by: Siobhan Brewer Vote: Unanimous
<b>Adjournment</b>	7:22p
<b>Minutes Prepared by</b>	Alex Ranieri
<b>Board Approved</b>	Feb 16, 2024