

## Asheville P.E.A.K. Academy Board of Directors

Meeting Minutes

7/19/2020. 7:00-8:30 pm

Via Zoom Video Conferencing

**Present:** Tiffany Iheanacho  
Mychal Bacote  
Libby Kyles  
Catherine Lordi  
David Robinson  
Joe Lordi  
Gene Bell

### I. Opening

- A. The regular meeting was called L Kyles to order at 7:00 pm by L Kyles.
- B. M Bacoate motions to approve the minutes from 6/28/20. D Robinson seconds. All unanimously carry the motion.
- C. D Robinson motions to approve the agenda for 7/19/20. M Bacoate seconds. All unanimously carry the motion.

### II. Board Recruitment and Procedure for New Board Members

A. Joe: What is the process for getting people engaged at the board or subcommittee level? Joe shared there is an individual very interested, from the S. Bronx, education has afforded him so many opportunities, and he wants to be a part of this process. How can we include him?

B. Tiffany suggests we create an application and brief interview process to see if their skills meet our needs. Libby adds we should create an application with questions; anyone applying for a seat on the board should provide a resume as well.

C. Mychal states if we have a pool of 5-10 interested volunteers, maybe call a special meeting to vet those interested. Tiffany suggests we do it during our regular meeting.

D. People volunteering in other capacities we don't need background check, but we do need them with potential board members.

E. **Next Steps:** Libby will share a template for board volunteers to complete with Tiffany; Tiffany will revise and edit; we will circulate and post/share for 2 weeks; present at Aug board meeting to recommend who will serve. What volunteers are needed? Catherine states main need is in technology and marketing, social media, recruitment and outreach. This volunteer can assist Raul in any capacity needed in marketing and enrollment, door to door marketing or setting up for information sessions.

\*T Iheanacho motions process listed above for recruiting and determining board volunteers and new members; D Robinson seconds; all unanimously agree. Motion carries.

### III. Employee Benefits and Insurance Options

A. Mychal has been in touch with Tim Clark of White Insurance, Black Mountain. He does insurance for several education institutions in the area. Mychal completed extensive background information form for him; Tim advised him that there are very few that write insurance for schools, so the deciding point will be who we are most comfortable with. He understands what our planning year looks like. Most critical is staying ahead of workers comp; as we start hiring process in spring/early summer we will expend the most funds. There are some insurances we won't need until we have students. He does not do employee benefits.

B. How do we plan to do payroll? Monthly? Biweekly or semiweekly? Catherine states every other week, which gives us 26 pay periods a year. Benefit in doing biweekly is that you save in taxes on a semimonthly calendar and Tiffany adds it's also an incentive to recruit teachers, the state only pays monthly.

C. Joe met with another insurance group called **Van Popering Insurance** out of Lake Norman. They have created a niche across charter schools in the state. They have a lot of expertise, they know charter schools. Joe learned that you need 2 full time employees before you can offer health insurance. As long as Raul is our only employee, we won't be able to offer him traditional health insurance; we have to reimburse him for private insurance.

D. We have to decide if we want to be in the state healthcare stipend? Most charter schools chose to broker through the market (United Healthcare, Bluecross). Usually you come out about 20% less than state plan. State only offers 2 different plans; you can customize if you don't go on the state plan.

Van Popering ran a quote as if we had 20 employees to show what it would look like compared to state plan. It's not self-insured (can't self-insure unless we have 50 employees). Joe states the design needs to be competitive and better than what they would get elsewhere.

E. **Next Steps:** Joe, Mychal, and Raul (beginning in Aug) will make up our insurance and benefits subcommittee. Mychal is speaking with benefits person with White Insurance this week. Joe will talk with Raul about his health coverage for now and getting reimbursements.

### IV. Dr. Saldana's Contract

A. Catherine obtained a sample contract from our attorney, Lisa Gordon-Stella, and revised it to meet the needs of PEAK for our School Leader contract. Board reviewed contract prior to meeting.

B. Gene suggests not putting "other benefits" on the contract. Board debates whether or not to lump all "paid time off" days together instead of separating into "vacation" and "sick". L Kyles feels it could become an issue as usually there are differentiating factors – Catherine notes in order to use the "vacation" days, we would need 1 month notice and it is required that they be taken during certain times of the year (Christmas holiday, summer break, Thanksgiving, Spring break). That is in addition to the 10-11 holidays.

C. Libby suggests that more than 3 days in a row requires a doctors' note; but does this imply a mistrust?

D. Joe recalls his vacation time when he was a principal; he was given 1 week of vacation, and they told him when it was required. He had all vacation off for Christmas and Spring break when students were not in the building and then 1 week in the summer.

E. Add Federal Holidays - Cmas Eve, Cmas Day, New Years, Easter, July 4, Memorial Day, Labor Day, MLK, etc (Tiffany suggests look at Buncombe Co calendar).

---Director will receive 15+ days PTO before end of fiscal year (June 30 2021).

F. **Next Steps:** Catherine will amend the contract, send to Raul for his review, set up meeting prior to Aug 1 for him to sign (and Tiffany).

\*M Bacoate motions to approve contract with the following amendments: 15 vacation days off (change wording to “paid time off,” add a bullet point that lists the holidays off; C Lordi seconds. All unanimously agree. Motion carries and School Leader contract is approved.

#### **IV. Dr. Saldana’s First Few Weeks**

A. Libby has worked on the Contact Sheet and updated the Community Leaders Contacts; she is going to set up schedule with Raul to set up meetings with community leaders.

B. Catherine will contact Raul regarding his Onboarding Plan and schedule a meeting with Tiffany and Libby to sign contract and get oriented, lay out priorities.

C. Hosting a meet and greet for Raul at a board members’ home was discussed, but not an option right now with COVID numbers on the rise.

#### **V. Facility Update**

A. Joe and Gene met with Beverly Grant at S French Broad property. They were going to work up some numbers so we can determine if we can afford the building.

B. Libby learned that she has a contact who works in building of schools and will forward that contact information on to Gene.

C. Joe and Gene also met with UNCA staff in Community Engagement Office (B. Bowman and D. Waters) and discussed collaboration and using space; meeting went extremely well. There is a model, ie the “Netter School” is part of U Penn, that is really powerful collaboration and mutually beneficial. Will be having a meeting with the Provost soon as a follow up.

D. Joe went and met with Charlie Ball in the theatre space on S. French Broad; stated that Hopey is looking to not renew lease at end of 2021 (20,000 square feet). Another option.

E. Tiffany suggests waiting a few weeks and contact Debra Campbell again regarding City owned properties.

F. Gene – variable with Edington Center is GO and HA board member support. Will follow up with David.

#### **VI. Additional Business:**

A. Fundraising: Libby met with Dogwood CEO Antony Chang and they spoke about PEAK and that felt really good. Joe updates that he has head back from Dogwood wants a working session with us in the next few weeks.

B. Given the recent passing of the reparations, Joe asks if there is a conversation to be had regarding to facility and is there another path to pursue rather than through the city?

Tiffany states that they still have to do a recruitment process for the task force, so timing probably won't work to our favor. County commissioners are dropping their own resolutions; they want one with a little more meat; providing a facility space for schools.

C. Catherine suggests next meeting be in person, outside, 6 feet apart. Will be considered for August meeting.

**VII. Closing** L Kyles adjourns meeting at 8:52.