



# TWO RIVERS BOARD OF TRUSTEES

October 13, 2020

## Call to Order

The meeting of the Two Rivers Board of Trustees started at 6:03pm via Zoom.

## Roll Call

### Board Members

Clara Haskell Botstein, Chair	Present
Justin Valentine, Vice Chair	Present
Ali Khawar, Secretary	Present
Saumil Shah, Treasurer	Present
Kimberly Eddings, Trustee	Present
Malik Husser, Trustee	Present
Anne Lackritz, Trustee	Present
Anne McElwain, Trustee	Present
Lucas Pipes, Trustee	Absent
Nick Rodriguez, Trustee	Present
Eli Schlam, Trustee	Present
Matthew Steenhoek, Trustee	Absent
Penelope Talley Thornton, Trustee	Present
Reem Labib Tyson, Trustee	Present
Aswathi Zachariah, Trustee	Present
Kristina Kyles-Smith, Executive Director and Ex Officio	Present

### Others Present

Aurora Steinle, Chief of Staff  
Khizer Husain, Director of External Relations  
Michelle Kimso, Executive Assistant  
Tricia Eisner, Director of Development  
Kenneth McCants-Pearsall, Chief Academic Officer  
Mary Gornick, Director of Human Resources and Business  
Robert Henderson, Parent

### Approval of Meeting Agenda



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The Board unanimously approved the October 13th meeting agenda.

### **Approval of Board Meeting Minutes**

The Board unanimously approved the September 8th Board Meeting Minutes.

### **Old Business**

Executive Director Kyles-Smith that Middle School 2020 is up and running with the exception of punchlist and completion of exterior panels. Two Rivers is also in the final process of hiring the Senior Director of Finance.

### **New Business**

Executive Director Kyles-Smith provided a brief update on the status of remote learning. She shared that families reported teachers communication is going well and families identified peer connection as needing improvement. Kyles-Smith shared Two Rivers will continue in a remote learning posture through the end of next quarter, ending on January 15, 2021, while building a deliberate on-ramp to in-person learning. Kyles-Smith further shared that facilities and operations are prepared for onsite activities and Two Rivers is working on detailed onsite activity policies, protocols, and guidance.

### **Committee Reports and Discussion**

Trustee Eddings shared that her and Trustee Schlam are chairing the DEI Committee.

Trustee Tyson shared that there was a good turnout at the last Academic Excellence Committee meeting.

Treasurer Shah shared bond is moving along and they anticipate a close date of October 29th. The Finance Committee is looking forward to the offer of a candidate for the Senior Director of Finance position.

Secretary Khawar shared that the Governance Committee has updated the bylaws in accordance with Open Meetings Act.

Director of Development Eisner shared that the Development Committee has raised \$664,592 in entitlement funds as well as \$57,687 towards the \$600,000 goal of private donations.

Trustee Zachariah shared the Transition Committee will continue to serve as a sounding board for Executive Director Kyles-Smith.



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### Finance Votes

Treasurer Shah presented the following resolutions and which had been shared with the board in advance:

Two Rivers used the companies below in FY21. Below is a summary of the details for each vendor. Two Rivers recommends that the Board renew these contracts. The Kaiser premium was budgeted at a 2% increase. Last fiscal year, we had an 8% increase with Kaiser. Two Rivers is working with the EdOps team to determine how the higher than budgeted renewal for Kaiser can be incorporated into the budget and if the employees' cost-share will need to increase. The Kaiser renewal is within the 10-15% increase range that our insurance broker NFP/Meltzer is seeing among its clients. NFP/Meltzer is attributing our increase to two primary factors: (1) The number of plan participants has tripled in the past two years, creating an unknown risk for the insurance carrier, and (2) All carriers are putting into place financial reserves in case the pandemic has a second wave. With the fear of an increase in the infection rate in the fall and winter, carriers are planning for increased usage.

- Employee Dental Insurance - No rate increase. Contract value depends on enrolled participants. The estimated cost is \$60,000. This benefit is 100% employee-paid.
  - Recommendation - continuing with Aetna for Employee Dental Insurance
- Voluntary Life Insurance - No rate increase. Contract value depends on enrolled participants. The estimated cost is \$25,000. This benefit is 100% employee-paid.
  - Recommendation - continuing with Reliance Standard for Voluntary Life Insurance
- Short-Term Disability and Long-Term Disability - No increase. Contract value depends on enrolled participants. The estimated annual cost of STD is \$80,000 and LTD is \$20,000. This benefit is 100% employer-paid.
  - Recommendation - continuing with Reliance Standard for Short-Term and Long-Term Disability



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- Employee Health Insurance - Annual premium at an 11% increase. Contract value depends on enrolled participants. Estimated cost is \$93,000/month or \$1,116,000/year. A portion of these benefits is employee-paid.
  - Recommendation - continuing with Kaiser Permanente for Employee Health Insurance

Edward Jones Corporate Resolution Certification Form- The memo put forth to change the signatories on the Edward Jones Accounts by passing a resolution with language comparable to that on Edward Jones Corporate Resolution Certification Form. The current signatory is Sarah Richardson, At this point, Sarah has no legal connection to Two Rivers.

- Recommendation - It is recommended that Sarah be replaced with Kristina Kyles-Smith, as Executive Director, as signatory to the Edward Jones accounts.

Following discussion, the Board unanimously voted to approve all the recommendations.

### Adjournment

The Board meeting adjourned at 8:06pm.

Prepared by:  
Michelle Kimso /s/  
Executive Assistant

Submitted by:  
Ali Khawar /s/  
Secretary