

ALLIANCE CHARTER ACADEMY
GOVERNING BOARD MEETING
November 21, 2023
(Approved December 13, 2023)

A. CALL TO ORDER

- a. The Governing Board of Alliance Charter Academy met in Special Session on November 21, 2023 at 6:00pm via Google Meet
- b. Present from the Board were Tara McLaughlin , Sarah Reck-Secunda , Robert Bruders , Lindsey Skones, Darla Hall, Shannon Meade , and Cecilia Morgan
- c. Also present were Matt Lacy, Jana Drew, Kate Hansen, Kathleen Mixer-Cantrell, Lindsay Coombes, Renee Elting, Sam Cantrell, Dale Hiserote, Sarah Blue-Cloud, Lori Rux, Angela Duncan, Shallon Smith
- d. Tara called the meeting to order at 6:01pm.

B. NEW BUSINESS

- a. Annual Audit Update
 - i. [Letter from OCSD](#)
 - ii. Matt indicated that we do not anticipate missing the deadline; the auditor understands that we have a hard deadline of December 25th as we must get the audit to OCSD before December 31st.
 - iii. Matt believes that all requested documents have been turned into the auditors up to this point.
 - iv. OCSD did request an exit interview with the auditors - Robert will be present as a representative of the Board
- b. Discuss Benefits Offered to Staff
 - i. The chat will be open to the meeting attendees to ask follow up questions
 - ii. Recent questions that have come to the Board
 1. Dental benefits coverage lapse
 - a. Resolved, coverage is active
 2. Why did we switch to OEBC?
 - a. This was a business decision based on sustainability for ACA. Regence was raising the rate by 10% and could do so each year if they choose. OEBC cannot raise rates about 3.4%.
 - b. In May of 2023 the Executive Director and the Finance Director approached the Finance Committee and requested a change in insurance plans. The Finance Committee

brought it to the Board and the Board approved by vote on 6/14/23.

3. Why was the staff not consulted about the changes in medical coverage?
 - a. This was a business decision based on sustainability for ACA. Businesses often make changes like this without consulting the employees, because it will benefit the business which should benefit the employee in the long run. It is unfortunate when the business and the employee interests are not aligned on important topics like this one, these are tough decisions that leaders are expected to make when discussing how to best utilize taxpayer monies.
 - b. The Board made the choice to wait to switch companies until the beginning of the calendar year to help alleviate the concerns of losing this year's accrued deductible.
 - c. The Board made the choice to offer all plans available from OEBC to ensure employees could find a plan that fits their needs. New plans can be chosen for next year, new plans begin in fall 2024.
 - d. A benefit fair was held November 8-9, 2023
4. How much does ACA pay for each employee's coverage?
 - a. Nothing was decided on the 10/30/23 meeting.
 - b. The current Finance Committee will be looking into this more with the upcoming budget planning.
 - c. Below you can see what the employee letter states that was sent out on Oct 30.
 - i. "We will be offering all the OEBC medical, dental and vision plans. Attached is a list of the plans and premiums. In addition we will also provide the \$50,000 life insurance through The Standard and also Long Term Disability with The Standard. You will have the choice of additional voluntary benefit options like: Short Term Disability, Additional Life Insurance, and Long Term Care. The ACA contribution will be \$768.12 per month for the medical, dental and vision plans."
 - d. Proposed increase could be considered later this year
 - i. Previous year was \$786 (which included the cost for the Short Term Disability coverage)

5. Why is Short Term Disability being dropped?
 - a. The Board approved the 2023-2024 budget, which includes a change in our Health, Dental, Life, and LTD plans to a different provider. Life insurance benefits are still paid by ACA as well as the LTD. The Board opted not to continue the Short Term Disability coverage with the new provider but will retain LTD/Life coverage. This change will go into effect on January 1, 2024.
 - i. Xenium statement: "I see no issue with this change in benefits and it's pretty standard for what we are seeing with most organizations this year due to Paid Leave Oregon."
 - b. Currently ACA does offer Short Term Disability. The start date for the new plans is January 1, 2024 at which time it was decided that we would no longer offer the short term disability because of the new Oregon Paid Family Medical Leave.
 - i. Short term disability will still be an option to our staff as an employee deduction.
 - c. The Oregon Paid Family Medical Leave, which is now available, has replaced the short term disability and gives you up to 12 weeks of leave for qualified events.
 - i. The recommendation to drop Short Term Disability came from our insurance carrier. The thought around it is that 12 weeks paid leave and the available sick time of 40 hours a year should be ample coverage.
6. Am I being charged for leave?
 - a. The charge that you now see on your paycheck is for the employee portion of that new tax that is required by the state. (OPFML Instruction)The company also contributes to that tax. The Board had decided on a 40/60 split
 - i. Staff Handbook: "Employees in Oregon that have earned at least \$1,000 in the prior year may qualify for up to 12 weeks of paid family, medical or safe leave in a benefit year. While on leave, Paid Leave Oregon pays employees a percentage of their wages. Benefit amounts depend on what an employee earned in the prior year....."

- ii. "Alliance Charter Academy is using the American Fidelity PFMLI plan to administer paid-leave benefits required by Paid Leave Oregon. Employees may submit applications for PFMLI benefits for paid family and medical leave to American Fidelity. Applications may be submitted up to 30 days prior to the start of the leave and up to 30 days after the start of the leave. American Fidelity may require verification from the employee consistent with the terms of the PFMLI plan and applicable law....."
 - iii. "Oregon Paid Family Medical Leave will run concurrently with OFLA and FMLA."
 - iv. Concern was brought up over communication and whose responsibility it is to convey changes. Lindsay Coombes indicated that the information regarding the change to Short Term Disability and potential change from Regence to OEBC was communicated during the non-mandatory staff meeting towards the end of the year and then again at the mandatory meeting at the close of the school year.
7. What are my sick time and leave options?
- a. Lindsay Coombes indicated that the Bereavement Leave did not go anywhere. It was "resolved" in the collaborative Google Doc and mistakenly deleted. But it was not removed from the actual handbook.
 - b. Handbooks need to be updated with Xenium.
8. Is there an HSA available?
- a. Moda and Kaiser both offer HSA options
 - b. Regence is still available, but could be at a higher cost since we switched to OEBC (group rates)
 - c. Benefits services should be contacted to understand the differences in plans.
9. Other questions?
- a. What is the process for editing the staff handbook?
 - i. The staff handbook is being looked at by Xenium, will then go to the Admin, and then to the Board for final approval.

C. ADJOURNMENT

- a. Meeting was adjourned at 7:20pm by Tara

D. NEXT MEETING

- a. December 6, 2023 at 6:00pm in Executive Session
- b. December 13, 2023 at 6:00pm in Regular Session

Respectfully submitted,
Lindsey Skones, Board Secretary