



Kairos Board Meeting

7-2-2019

Posted publicly July 1st, 2019 in CIC@4220 and online at www.kairosacademies.org/board.

Board of Directors

Hugh Eastwood, Board President
Chisom Uche, Board Treasurer
Amanda Sullivan, Board Secretary

Brooks Goedeker
Aaron Jackson
Adam Layne

Ted Stann
Gavin Schiffres, CEO

Meeting Notice

Notice is hereby given that the Kairos Academies Board of Directors will hold the following meeting at CIC@4220 (4220 Duncan Ave, St. Louis, MO 63110). Please call 314-607-0076 if you have any trouble entering the building or finding the meeting.

Board Meeting

Tuesday, July 2nd, 2019, 6:00 p.m.
Flame Conference Room

To join by conference call, please dial (712) 451-0431 and enter access code 454811.

The Board of Directors retains the right to return to a closed Executive Session for reasons permissible under Section 610.021 of the Missouri Revised State Statutes.

Location: 4220 Duncan Ave, St. Louis, MO 63110
Dial-in Number: (712) 451-0431 | Access Code: 454811

Salutations

Call to Order—6:00-6:01 p.m.

Minutes—6:01-6:03 p.m.

Approve [minutes from 6-4-2019 board meeting](#).

Committee Reports

Governance Committee—6:03-6:45 p.m.

Policy and Plans

In our April board meeting, the board approved policies *substantially similar* to those proposed. That authorized me to make small tweaks (e.g., word choice, grammar) to our policies that does not affect intent or meaning. The reason we keep approving reviewing policies and plans is because they reflect new information (e.g., the Title I Plan) or substantively amended information (e.g., when we have summer school days in the annual calendar).

empowering students to direct their own lives and learning

- [Annual Calendar](#)
 - **Summary:** Moved summer school up in April so that we could take state tests when most other schools in St. Louis do. We want to maximize instructional days before state assessments.
- [Emergent Bilingual \(Lau\) Plan](#)
 - **Summary:** Federally required plan on how Kairos will support students with limited English proficiency.
- [Attendance Accounting for Remedial Instruction](#)
 - **Summary:** Kairos has outlined a policy for students at-risk of non-promotion, which qualifies them for remedial instruction (and qualifies Kairos to receive state funding for remedial attendance hours).
- [Parent/Student \(Community\) Handbook](#)
 - **Summary:** The same community handbook we had before, revised to add new staff and a couple extra forms.
- [Staff Handbook](#)
 - **Summary:** A standard staff handbook (based on a number of exemplars) with required sections and details around employee behavior, compensation, and procedures.
- [Title I.A Plan](#)
 - **Summary:** Required plans for us to receive federal grant money.
- [Emergency Response Handbook](#)
 - **Summary:** Action items in case of various emergencies at Kairos.

Motion: "I move to adopt policies and plans substantively similar to those listed above." (Second? Objections?)

Kairos Academies Vanguard Contract

- Approve a contract with [Kairos Academies Vanguard](#) for operational and administrative support.
 - **Summary:** It is advantageous to legally separate our administration and operation teams from our core teaching team. This contract hires Kairos Academies Vanguard, a third-party contractor, to provide those services to the school. There will be no functional change in how the school or board operates.



Motion: “I move to approve a contract substantively similar to the above with Kairos Academies Vanguard and, at his or her discretion, to authorize the Board President to nullify the current Kairos Academies contract with the CEO, Gavin Schiffres.” (Second? Objections?)

Appointing State Required Coordinators

The Board is required to appoint a school-based coordinator for homeless students and those learning English as a second language. This coordinator is the point-of-contact for public requests or concerns surrounding these two at-risk subgroups. The CEO recommends appointing Kairos’ Head of Neurodiverse Learning, who is responsible for coordinating and supporting all at-risk students, inclusive of these two groups.

- EB Coordinator: Head of Neurodiverse (Kat Lucido)
- Homeless Liaison: Head of Neurodiverse (Kat Lucido)
- Foster Care Liaison: Head of Neurodiverse (Kat Lucido)

Motion: “I move to appoint Kairos’ Head of Neurodiverse Learning to the above positions.” (Second? Objections?)

Management Accountability Proposal

- All metrics will be:
 - Reported in aggregate + subgroup
 - Contextualized with support on interpretation
- Bellwether leading indicators on performance
 - Academic
 - NWEA MAP
 - Academic assessment aligned with MAP + ACT
 - Three times per year (fall, winter, spring)
 - MAP (Missouri state test)
 - Once per year (spring)
 - Aggregate Summit Learning progress
 - Finances
 - Monthly financials
 - Monthly EdOps presentation on how revenue and expenses align to our adopted budget
 - Culture
 - Quarterly culture metrics
 - Panorama climate surveys
 - Stakeholders surveyed: Students, parents, and faculty
 - Panorama SEL surveys



- Stakeholders surveyed: students
- Student choice (internal metrics)
- Discipline metrics based on Valor Collegiate’s Compass model
- Quarterly reports from the Family Council

MCPSC Accountability Tools (Martha)

- [MCPSC Annual Report](#)
- [MCPSC Performance Framework](#)

Finance Committee—6:45-7:00 p.m.

Monthly Financials (Chisom)

Present [May and June 2019 financials](#).

Major Contracts (Gavin)

- Food Service Management Company
- Chromebooks
- SPED
- Back Office
- Insurance

Valedictions

Announcements—7:00-7:05 p.m.

- Board Training Opportunities
 - **Charter Board Partners (General Training)**
 - Charter Board Partners is hosting a charter school board training Sept. 14th at Blanke Building Community Room (1310 Papin St. St. Louis, MO 63103).
Topics include:
 - Finding and Onboarding Great Board Talent
 - Using a Dashboard to Monitor the Health of Your School
 - MO Law Compliance OR Race and Equity in Public Education
 - Creating an Effective CEO Evaluation Process
 - RSVP to MCPSA’s Bailey Geist (bgeist@mocharterschools.org)
 - **Tueth Keeney (Legal Training)**
 - On August 5th from 8:15 a.m.- 1:00 p.m., Tueth Keeney (a legal firm specializing in school law) will be hosting a free "charter school law seminar" at SLU Law (100 N Tucker Blvd, St. Louis, MO 63101) in Scott Hall, Room 1130. Hugh and Jack attended this last summer and found it to be helpful. Again, not mandatory, but wanted to put it on your radar.



- [Kairos Academies Barn Raising](#)
 - We are painting walls and moving furniture.
 - Half day shifts, starting July 13 (Saturday) and running through July 17 (Thursday). As much time as you can contribute would be so helpful (and let us keep costs down)!
 - Please let us know if you can bring friends/family. This is hands-on community service. Fun + you can directly see how your work will help kids.

Q&A for CEO—7:05-7:20 p.m.

Motion to Adjourn—7:20 p.m. (Hugh)

