



## Board of Directors

**Hugh Eastwood**, Board President

**Chisom Uche**, Board Treasurer

**Amanda Sullivan**, Board Secretary

**Aaron Jackson**

**Ted Stann**

**Mike Vachow**

**Whitney Young**

**Gavin Schiffres**, CEO (Ex Officio)

## Meeting Notice

The Kairos Academies Board of Directors will meet Tuesday evening, June 2<sup>nd</sup> Anno Domini 2020 from five thirty to seven post meridiem. With the spectre of Coronavirus is keeping us apart, we invite you join us in conducting the public's business by opening [meet.google.com/xcf-ktst-fca](https://meet.google.com/xcf-ktst-fca) on your web browser or dialing 904-900-0823 on your telephone and entering the following PIN: 505 083 573#.

As is its right, per Missouri Revised State Statute Section 610.021, the Board of Directors may close this meeting for an Executive Session to discuss permissible subjects.

If you are a member of the public and would like to comment, please email [board.president@kairosacademies.org](mailto:board.president@kairosacademies.org) with a brief description of your topic and approximately how long you'd like to speak for. This helps the board plan its agenda and manage time appropriately. Five minutes is always held for unscheduled public comment.

This notice was published at [www.kairosacademies.org/board](http://www.kairosacademies.org/board) seven days prior to the meeting.

# Salutation

**Call To Order** (5:30 p.m.)

**Check-In** (5:30 p.m.)

- in about a minute, share:
  - overall feeling right now; one recent challenge; one recent win
  - can be professional or personal
- nominate the next board member for a check-in
- CEO facilitates checkbacks

**Public Comment** (5:40 p.m.)

- Unscheduled public comment

**Minutes** (5:48 p.m.)

- Board minutes from May 8th, 2020 Board Meeting
  - Vote to approve minutes from [May 8th, 2020](#)

# Governance

**Policy Updates** (5:50 p.m.)

- [Operations Policies](#)

Summary of changes:

- Returning students don't need to submit redundant registration documents
- Students entering Kairos may either skip or be held back a grade if both Kairos and parents agree
- Students who have been expelled or previously withdrawn need CEO's permission to return in future years

## **Addition to School Admissions, Section 1.1.2**

Students who have previously withdrawn or been expelled from Kairos are eligible to reënroll only at the CEO's discretion.

## **Addition to School Admissions, Section 1.1.3**

Upon admission, a student may either be accelerated or held back a grade level, conditional on a written agreement between the guardian(s) and the Kairos CEO or their designee.

## **Addition to School Admissions, Section 4.4.5**

Students reënrolling at Kairos need not resubmit records unless they change residency or new immunization records are required.

- [Human Resource Policies](#)



Summary of changes:

- Establishes a policy to clarify who and why Kairos contracts out non-teaching positions
- Establishes parental leave policy that pays entitles employees to 9 weeks off at 2/3rd salary and 3 weeks unpaid

### **Addition to Hiring and Recruitment Policy, Section 2**

#### **SECTION 2.2. Contracting Non-Curricular Staff**

Kairos Academies is focused exclusively on hiring and retaining the best teachers, our unique value add. As a strategic move to continue prioritizing our area of competency, Kairos will only employ teachers whose primary responsibilities comprise directly teaching core curriculum. Kairos will contract out for all other positions.

### **Addition to Family Medical Leave Act (FMLA) Policy, Section 3**

#### **SECTION 3.9. Parental Leave**

Employees eligible for FMLA who have either given birth to a child or whose spouse/partner/co-parent has given birth to a child are eligible for parental leave in the 12 weeks following the birth. Kairos will pay 2/3rds of the employee's salary for up to 9 weeks of leave.

An employee is only entitled to one event of paid parental leave during a rolling calendar year. Leave provided pursuant to this policy is only available to the extent it runs concurrently with an employee's existing FMLA entitlement. For example, if an employee has only 3 weeks of FMLA leave remaining at the time the employee's paid parental leave is scheduled to begin, the employee would only be entitled to 3 weeks of paid parental leave pursuant to this policy. In no case will the total amount of leave—whether paid or unpaid—granted to the employee under FMLA exceed 12 weeks during the 12-month FMLA period.

To be eligible, employees must provide the Kairos COO at least 90 days notice before paid parental leave.

### **MCPSC Board Training Update (6:00 p.m.)**

Description of the [Governance Profile self-assessment](#).

Latest email from Kent Peterson:

Two key decisions to make about timing.

- 1) Dates for opening and closing the Governance Profile survey. I'd suggest a four-day window that ends a week before you'll have a Board work session to discuss/use the results. (For



example, we are conducting this for a Board here in KC from noon on Monday to noon on Thursday next week.)

2) Date and time for the Board work session. I'd recommend a minimum of 2.5 hours for reviewing the Governance Profile report and thoughtfully making some decisions about next steps. There will be some modest pre-work to make the time really productive. I hope we're planning for sometime in June.

After that the Board can determine how best to use their time in building long term governance capacity. As we discussed on the call this week it will assuredly take time and focus. As long as we're purposeful we can figure out the right mechanics and processes to effectively use everyone's limited time.

### **Proposed FY21 Board Officers** (6:05 p.m.)

- President: Hugh Eastwood
  - Treasurer: Chisom Uche
  - Secretary: Amanda Sullivan
- Vote to approve proposed board officers

### **Proposed Board FY21 Board Meetings** (6:06 p.m.)

- First Tuesday of every month from 6-7:30 p.m.
    - July 7, 2020
    - August 4, 2020
    - September 1, 2020
    - October 6, 2020
    - November 3, 2020
    - December 1, 2020
    - January 5, 2021
    - February 2, 2021
    - March 2, 2021
    - April 6, 2021
    - May 4, 2021
    - June 1, 2021
- Vote to approve proposed board calendar

### **MCPSC Performance Contract** (6:08 p.m.)

In May, the Kairos board decided to submit our Winter NWEA MAP results to MCPSC in lieu of results from the canceled state tests. While that met with MCPSC's approbation, the decision requires some procedural follow-up, viz., proposing an amendment to MCPSC for our performance contract. Approving the below vote would expedite that process and save everyone's time (except Hugh's!).



- Vote to authorize the Board President and CEO to submit, negotiate, and approve a performance contract amendment to MCSPC on behalf of the board.

### **Proposed Board Calendarization (6:09 p.m.)**

- January
  - Submit Missouri Ethics Commission Personal Financial Disclosures (✓)
- February
  - Approve enrollment for following year (✓)
  - Approve annual calendar for following year (✓)
- March
  - Finance Committee reviews first draft of budget (✓)
- April
  - Finance Committee reviews final draft of budget (✓)
- May
  - Board approves budget for following year (✓)
- June
  - Board updates board policies (✓, ongoing throughout year)
  - Board sets calendar of board meetings for following year (✓)
  - Board approves board officers for following year (✓)
- July
  - Board approves student handbook
  - Board approves staff handbook

## **Finance**

### **Monthly Financials (6:10 p.m.)**

- [April, 2020 Finance Dashboard](#)
  - [April, 2020 Check Register](#)
  - [April, 2020 Brex Transactions](#)
- Vote to approve financials and check register

### **Budget Review (6:15 p.m.)**

- [FY21 budget](#) walkthrough by Fin. Comm. and COO.

NB: The Governor announced significant funding cuts today, with new information to be revealed in the coming days. A final budget will be prepared incorporating that information and voted on at a future board meeting.

- Vote to submit an amendment to MCPSC for 7th grade capacity to allow up to 140 students to enroll in SY21.



# School Year 2020 Planning

## ➤ Motion to Enter Executive Session

*(The Board will vote by roll call to enter executive session, pursuant to RSMo 610.021.2, to discuss lease or purchase of real estate where public knowledge might adversely affect the amount paid in the transaction.)*

## Expansion Committee (6:35 p.m.)

- Review [preliminary expansion document](#)

## CEO Evaluation (6:50 p.m.)

*(The Board will stay in executive session, pursuant to RSMo 610.021.13, to discuss specific personnel performance and compensation.)*

- Presentation by the CEO Evaluation Committee
- Vote to authorize the Treasurer to renegotiate the at-will contract with Kairos Academies Vanguard

### ***For reference***

- [Kairos Academies Bylaws](#)
- [CEO/Executive Director Job Description](#) (pgs 4-6)
- [Kairos Academies Vanguard Contract](#)
- [MCPSC Performance Contract](#)

## ➤ Motion to Exit Executive Session

# Valediction

## Announcements (7:10 p.m.)

- Elevator pitch, if useful:

Kairos Academies ([www.kairosacademies.org](http://www.kairosacademies.org)) is St. Louis' first intentionally integrated, personalized learning public school. Working in the highest-need part of the city, Kairos combines best-in-class learning tools and restorative justice practices with a unique student choice and coaching model that empowers students to become self-directed learners and leaders. Kairos has been recognized for innovation by Forbes 30 Under 30, for racial and socioeconomic integration by Diverse Charter Schools Coalition, and for student growth by Charter School Growth Fund. After our strong Year 1 results—2-3x student academic growth, top 1% parent satisfaction, and more ([www.tinyurl.com/KairosYear1](http://www.tinyurl.com/KairosYear1))—Kairos is preparing to ambitiously expand and serve even more students. For a quick overview of our model, check out this quick primer: [www.tinyurl.com/KairosPrimer2020](http://www.tinyurl.com/KairosPrimer2020).



- Kairos is presenting tonight on [Children Education Alliance of Missouri's Facebook Live event](#) (from 7-8 p.m.)! All are welcome.

**Motion to Adjourn** (7:15 p.m.)

