

Kairos Academies Board Meeting Minutes

Date: March 11th, 2021

Location: Due to public health concerns, the board meeting was in a public conference call (meet.google.com/xcf-ktst-fca) that could also be accessed via conference line (904-900-0823, PIN: 505 083 573#).

A virtual meeting of the Board of Directors (the "Board") of Kairos Academies (the "School") was held on March 11th, 2021 at 6:00 p.m.

The following members of the board were present:

Hugh Eastwood, Board President

Eloise Schlafly, Board Treasurer

Whitney Young

Kevin Kerr, Board Secretary

Amanda Sullivan

Mike Vachow

Aaron Jackson

Chisom Uche

Nicole Plair

Also in attendance was Martha McGeehon from MCPSC, Josephine Frangella from Insignia Partners, Maxime Legros from Kairos, and Marisol Rodriguez from Insignia Partners

Salutation

The Kairos Academies Board Meeting was called to order by Hugh Eastwood, Board President at 6:00 p.m.

Check-In (Hugh, 6:00 p.m.)

Each member of the team shared a challenge and a win.

Public Comment (Hugh, 6:08 p.m.)

No public comments made.

Minutes (Hugh, 6:09 p.m.)

The board reviewed and approved the February minutes. The motion was made by Aaron Jackson, seconded by Amanda Sullivan, and passed unanimously.

- [February 11, 2021 board meeting](#)

Governance Committee

Board Policy Addition (Aaron, 6:09 p.m.)

- Add Migrant Procedure to the [Board Operation Policies](#) (pg 90)
 - Currently only two scenarios require student transportation. Special Education students as a part of their IEP plan and homeless students who need transportation back to their school of origin.
 - Technically, as a public school receiving federal dollars, we have to have a procedure, not to adopt it as a board policy. However, this year, we're required to submit the following documents to DESE, and just to be safe, we're including them all in our board policies. We also need minutes of us approving them, so we're just re-approving here.
 - Technology Acceptable Use Policy
 - Programs for Homeless Students Policy
 - English Language Learners Policy
 - Federal Fiscal Compliance Policy (in the [Board Finance Policies](#), which we'll vote to re-adopt just to be safe)
- Strike SECTION 3.2 of [Board Operation Policies](#) (pg 79), per DESE corrective action ○
SECTION 3.2 Funding Transportation
In general, LEAs may not use funds under Title I, Part A or Title V, Part A to transport homeless students to or from their school of origin.

Committee and Board Membership (Aaron, 6:14 p.m.)

- Governance Committee and Facilities Committee
 - Excited to announce that Nicole Plair and Kevin Kerr are joining the Governance and Facilities Committees. They'll be working on building board resources and a board handbook on the Kairos Intranet.
- Board Membership
 - Looking to add an accountant to the board in order to continue building our Finance Committee and potentially a contractor to add to our Facilities Committee. If you know an accountant or contractor who would be a strong addition to our board, please let the Governance Committee know.

Program Committee

Monthly Updates (Whitney, 6:15 p.m.)

- KPI Overview - nothing significant to update
- Initiative Update - an update will be presented to the larger board next month
- CEO Succession Plan - Mike Vachow is working on this with an update in the next couple of months.
- CEO Midterm Evaluation - Whitney will distribute CEO KPI's following the meeting.
- [BoD Committee Structure Updates](#)



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Return to In-Person (Whitney, 6:18 p.m.)

- Tentatively, Kairos is considering bringing all students back to in-person learning for Cycle 7

(June 1-July 2). The latest update is that two students who are vaccinated do not need to wear a mask. All staff will be fascinated within a week's time.

- The board will vote on a final decision in April once we have more information on transmission data.

Finance Committee

Monthly Updates & Financials (Eloise, 6:19 p.m.)

Finance Committee is still exploring how to use the CSP funding. CSP grant was roughly ~\$800k, ~200k used for technology expenses with a ~600k CSP expense plug moving to a later date. CSP funding can cover fixtures, furniture, and equipment. All current CSP expenses have been approved by CSP representatives.

- February 2021 [Financial Dashboard \(Supplement\)](#)
- February 2021 [Check Register](#)
- February 2021 [Credit Card Statement](#)

Consent Agenda

Vote on Discussed Items (Hugh, 6:27 p.m.)

The board reviewed and approved the following items. The motion was made by Amanda Sullivan, seconded by Nicole Plair, and passed unanimously.

- Vote to approve the following discussed items:
 - **Governance**
 - [Board Operation Policies](#)
 - [Board Finance Policies](#)
 - **Finance**
 - February 2021 [Financial Dashboard \(Supplement\)](#)
 - February 2021 [Check Register](#)
 - February 2021 [Credit Card Statement](#)

CEO Update

Student Recruitment (Gavin, 6:29 p.m.)

- 32% (93) of our goal applications (290)
 - Jack is the primary lead for recruitment. Video series are examples of recruitment improvements as well as website design and enrollment procedures.
- Context: Last year February, we were at 20% cumulative applications
- Expecting 100% re-enrollment.



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- Roll call to enter executive session included Hugh Eastwood, Eloise Schlafly, Whitney Young, Kevin Kerr, Aaron Jackson, Amanda Sullivan, Chisom Uche, Mike Vachow, Gavin Schiffres, and Nicole Plair.

Space Expansion (Gavin, 6:34 p.m.)

- Roll call to exit executive session included Hugh Eastwood, Eloise Schlafly, Whitney Young, Kevin Kerr, Aaron Jackson, Amanda Sullivan, Chisom Uche, Mike Vachow, Gavin Schiffres, and Nicole Plair.

MCPSC 2019-2020 Report (Gavin, 6:46 p.m.)

- [MCPSC Annual Report Packet FY20 Kairos](#)
 - All "Meets Standards" except "Commission reporting requirements," which were 95% accurate but only 54% on time. These are our submissions of things like board minutes, certain assurances, etc. to MCPSC through Epicenter. The 95% accurate means we were in compliance, but about half the time, I uploaded the documents past their due date. A few things to note:
 - According to MCPSC, "many of the schools in [their] portfolio did not meet this standard."
 - For this school year, we are currently 97% accurate and 80% on time.
 - While submitting evidence of compliance is important, this does not affect the experience students receive.
 - Currently, I own this as a one off. As of next year, this will be codified as regular reporting by the Operations Team. A lot of this information is reported to DESE as well.
 - Hugh asked if there were any concerns of meeting NWEA academic standards. Gavin is a little concerned because of unobserved external factors due to COVID. The school is 12% away from goal in English and Math, which is the same distance covered the previous year. Because of the tough at-home test environment last year, Program Committee and Gavin are hopeful but not entirely sure.

The New Teacher Project (Gavin, 6:57 p.m.)

- The New Teacher Project evaluation. They are currently evaluating all school designs, projects, and materials to compare their results against national benchmarks.
 - Early results
 - High student engagement, material is rigorous and grade-level appropriate ■
 - Area for growth: Student ownership of the brain work
 - Full report will be completed by next board meeting.
 - However, there is more brainwork on teachers than students. Brainwork is considered to be who is owning the line of thought within classrooms.



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Valedictions

Funding Equity Activism (Hugh, 7:00 p.m.)

- Hugh met with Sen. Jamila Nasheed, who requested that you call or email your representatives about SB55 (recently approved by the Missouri House of Representatives!). ● Talking points on the issue and your representatives' contact information on [MCPSA's Funding Equity resource page](https://www.mocharterschools.org/apps/pages/index.jsp?uREC_ID=2062382&type=d&pREC_ID=2125128) (https://www.mocharterschools.org/apps/pages/index.jsp?uREC_ID=2062382&type=d&pREC_ID=2125128)
- Have organized 40+ parent phone calls and 8+ letters written to representatives.
- Gavin will tour Representative Butt through Kairos Academies.


COVID-19 Vaccinations (Hugh, 7:04 p.m.)

- Vaccines are open to anyone with legitimate reasons to be in schools. While it doesn't explicitly name school board members, the mandated annual site visit should make board members eligible.

Ongoing Board Education (Hugh, 7:05 p.m.)

- Federal Policy Shifts
 - [How the Biden Team is Planning to Pivot on Education](https://www.teachforamerica.org/stories/how-the-biden-team-is-planning-its-pivot-on-education)
(<https://www.teachforamerica.org/stories/how-the-biden-team-is-planning-its-pivot-on-education>)
 - [The Future of Education Under the Biden Administration](https://www.teachforamerica.org/stories/the-future-of-education-under-the-biden-administration)
(<https://www.teachforamerica.org/stories/the-future-of-education-under-the-biden-administration>)
 - Returning to In-Person Learning
 - [Covid-19 Antigen Testing in K-12 Schools: Early Lessons from Six Pilot Sites](https://www.rockefellerfoundation.org/covid-19-response/building-the-evidence-for-reopening-schools/)
(<https://www.rockefellerfoundation.org/covid-19-response/building-the-evidence-for-reopening-schools/>)
- Education Disparity Research
- [#1 for Some: Opportunity and Achievement in Massachusetts](https://number1forsome.org/wp-content/uploads/sites/4/2018/09/Number-1-for-Some-9.25-18.pdf)
(<https://number1forsome.org/wp-content/uploads/sites/4/2018/09/Number-1-for-Some-9.25-18.pdf>)

Reference Calendar

JULY		AUGUST	
Complete	• Conflict of Interest questionnaire •	Review	• MCPSC performance contract goals (benchmarked against other STL schools)
	Risk of Fraud questionnaire		
Approve	• Student Handbook	Approve	• Annual CEO performance goals
	• Staff Handbook		
SEPTEMBER		OCTOBER	
Review			
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	• Performance data dashboard (quarterly)		
NOVEMBER		MARCH	
Approve	• Updates to board policies (based on MCPSA model policy updates)	Review	• Performance data dashboard (quarterly)
JANUARY		MAY	
Complete	• Missouri Ethics Commission Personal Filer Disclosure	Approve	• Annual Calendar of Board Meetings •
			CEO Annual Evaluation
		DECEMBER	

Review

- Performance data dashboard (quarterly)

- Plan to Return In-Person Learning

JUNE**Approve**

- Annual Budget (Fin Comm review first draft in April, final draft in May)
- Board Officers

Review

- Performance data dashboard (quarterly)

FEBRUARY**Approve**

- Enrollment
- Annual Calendar

APRIL**Approve**

Final note: Gavin and Kairos will be setting up an intranet as a repository for board documents.

Motion to Close the Board Meeting

There being no further business to be transacted, and upon motion duly made by Kevin Kerr, seconded by Amanda Sullivan, and approved, the meeting was adjourned at 7:09 p.m.

Respectfully submitted,



Board Secretary



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