

APPROVED



## Kairos Academies

### Minutes

#### Kairos Academies Board Meeting

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**Date and Time**

Thursday December 14, 2023 at 6:00 PM

**Location**

Kairos Academies  
3449 S Jefferson Avenue  
St. Louis, MO 63118

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We invite you join us at this Zoom link. This notice was published at [www.kairosacademies.org/board](http://www.kairosacademies.org/board) at least one day prior to the meeting.

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**Directors Present**

A. Jackson (remote), A. Sullivan (remote), H. Eastwood (remote), M. Vachow (remote), N. Plair (remote), W. Young (remote)

**Directors Absent**

K. Owen

**Ex Officio Members Present**

K. Graham (remote)

**Non Voting Members Present**

K. Graham (remote)

**Guests Present**

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B. Jackson (remote), J. Krewson (remote), K. Underwood (remote), M. Chavers (remote), N. Jacobs (remote), Tonya Richardson (remote)

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## **I. Opening Items**

### **A. Record Attendance**

### **B. Call the Meeting to Order**

A. Jackson called a meeting of the board of directors of Kairos Academies to order on Thursday Dec 14, 2023 at 6:03 PM.

### **C. Public Comment**

- No public comments

### **D. Mission Statement**

- Recited Kairos Mission Statement

### **E. Vision Statement**

- Recited Kairos Vision Statement

## **II. Facilities Committee Update**

### **A. Facilities Committee Goals Update**

- No updates to Goals

### **B. Construction Update**

- Formalizing new facility acquisition
  - Acquisition is dependent on Charter Renewal

### **C. Current Facilities Update**

- Bids submitted for Request for Proposal for 5th floor
  - Add ceilings in the classrooms to decrease noise
- Building Safety by standards of our sponsor

### **D. Ad Hoc Facilities Meeting in early February**

- Adhoc meeting early February, survey will be sent out to find a convenient date for the board to discuss Construction financing

### **III. Program Committee**

#### **A. Committee Goals Update**

- Updates:
  - The program committee commits to developing a process to educate and train the entire board on proper academic oversight by June 1 2024.-
    - Board to understand how curriculum is developed, how classroom teachers get a sense of how students are performing
    - Academic Oversight will be added as a topic at Board Retreat

#### **B. MS and HS Updates**

- Positive developments in Middle School Faculty Engagement feedback, indicating improvement and ongoing progress in this area
- Prepping students for Testing
- Establishing a strategy to address chronic absenteeism
  - Implementing necessary measures to engage and support students who are chronically absent to enhance attendance rates

#### **C. MDS Update**

### **IV. Finance Committee**

#### **A. Finance Committee Goals Update**

Goals:

- Finance Committee Commits to ensure 60-120 days of cash on hand - off track
  - Goal for end of year 30-45 days, we expect to get to 60 days
  - dependent on ADA
    - ADA would close the gap sooner

#### **B. Audit Update**

- Review and Approve necessary audit periods (Dec) - On Track

#### **C. Staff Human Resources Update**

#### **D. Newest Financials**

- Reviewed October Statement of Activities
  - we will monitor expenses as we close the revenue gap
  - November financials will reflect an increase in revenue

## V. Governance Committee Updates

### A. Governance Committee goals update

- Goals are in progress

### B. Board Member Succession Plan

Board Member Succession Plan in progress

### C. Mid-Year Retreat

Board to vote on the following dates for Board Retreat:

- Sat Feb 24, 2024
- Sat Mar 2, 2024

### D. Charter Renewal Update

- Received feedback from the Commission on our Draft
- Based on feedback from the Commission we made the following revisions:
  - Page 30 - MAP Goals (changed the growth from 1% a year to 2% a year)
  - Page 33 - Graduation Progress (changed the senior year goals to actual graduation % instead of on track to graduate)
  - Page 63 - Org Chart (clearly defined the Leadership Org Chart)
- Board will vote to Submit Charter Renewal Updates to the Commission for the Jan 18th Meeting
- After Commission Approval, DESE will vote at their Feb Board Meeting

H. Eastwood made a motion to Submission of Charter Renewal Application to Sponsor for Vote for Renewal.

W. Young seconded the motion.

The board **VOTED** to approve the motion.

#### Roll Call

A. Sullivan Aye  
W. Young Aye  
A. Jackson Aye  
H. Eastwood Aye

**Roll Call**

K. Owen Absent  
M. Vachow Aye  
N. Plair Aye

**E. MEC PFD Reminder**

- Board to submit annual filings to Missouri Ethics Commission for Personal Financial Disclosure.

**F. CEO Succession Plan**

- Reviewed Succession plan Document, no updates have been made

H. Eastwood made a motion to Approve the CEO Succession Plan.

A. Sullivan seconded the motion.

The board **VOTED** to approve the motion.

**G. 23-24 Board Calendar**

Updates to Facilities Meetings

N. Plair made a motion to Approve 23-24 Board Calendar.

W. Young seconded the motion.

The board **VOTED** to approve the motion.

**Roll Call**

N. Plair Aye  
A. Sullivan Aye  
W. Young Aye  
H. Eastwood Aye  
M. Vachow Aye  
A. Jackson Aye  
K. Owen Absent

**VI. Closing Items**

**A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:09 PM.

Respectfully Submitted,  
H. Eastwood