

DRAFT



Kairos Academies

Minutes

Governance Committee Meeting

Date and Time

Wednesday December 13, 2023 at 6:00 PM

Location

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

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

Committee Members Present

N. Plair (remote), W. Young (remote)

Committee Members Absent

H. Eastwood, K. Kerr

Guests Present

A. Jackson (remote)

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

W. Young called a meeting of the Governance Committee Committee of Kairos Academies to order on Wednesday Dec 13, 2023 at 6:02 PM.

C. Approve Minutes

N. Plair made a motion to approve the minutes from Governance Committee Meeting on 11-01-23.

Aaron approved

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

II. Governance Committee Goals Update

A. 23-24 Kairos Board Goals

- Establish a comprehensive succession plan for all board members
 - Marnae shared information she found on Orientation planning
 - Analysis of what roles and duties are present
 - Recruiting - identify a clear line of whats needed
 - Agency and Strategy
 - Comprehensive Guide/Handbook
- New Member Training
- Annual Renewal

III. Board Member Succession Plan

A. CEO Succession Plan

Vote on CEO Succession Plan during December 14, 2023 Board Meeting

IV. Chief of Staff updates

A. Charter Renewal Update

- Board Communication and Satisfaction survey will be sent out in Feb
- Reviewed Chief of Staff Goals for Cycle 3
- Goal Tracking - all committee goals added to board document for seamless tracking
- Great Place to Work - Cycle 3 - 87% of Senior Team Members
- Leadership Operating Mechanisms - Cycle 4 priority
- external Stakeholder Management - Cycle 3 Goal 79% timely submission, goal is 90%

Marnae Reviewed Quarterly Priorities:

- Continuous Improvement Process
- Charter Renewal document emailed to commission Nov 30th, Submitted by 15th

- APR and AR submission and reporting

Identified Gaps in Knowledge set:

- Gap in knowledge set - Meeting Jan 4th to review McKinney Vento documentation to make sure its aligned with State requirements
- Collaborate with School leaders
- 4 hour blocks each Wed to review budget, org chart and prepare for next school year

We received AR Embargo (Internal) Results - 18th DESE will release public scores/ratings/comparisons

Khalil will email results and action plan to the board

*Vote on CEO Succession Plan

B. MEC PFD Reminder

Reminder to submit Paperwork for Missouri Ethics Personal Financial Disclosure

C. Mid-Year Board Retreat

- Email has been sent for 2 potential dates for Mid Year Board Retreat
- Board Retreat Topics
 - Sunshine Law Refresher
 - Academic Plan of Action
 - School Leadership Team Discussion

V. 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 6:47 PM.

Respectfully Submitted,
A. Jackson

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