

APPROVED



## Kairos Academies

### Minutes

#### Facilities Committee Meeting

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##### Date and Time

Wednesday November 20, 2024 at 2:00 PM

##### Location

Virtual: Google Meets

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##### Committee Members Present

A. Sullivan (remote), J. Krewson (remote), K. Graham (remote), M. Chavers (remote), N. Plair (remote), S. Bauer (remote)

##### Committee Members Absent

J. Irby, P. Badea

##### Guests Present

Kayla Reyes (remote)

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#### I. Opening Items

##### A. Record Attendance

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

N. Plair called a meeting of the Facilities Committee Committee of Kairos Academies to order on Wednesday Nov 20, 2024 at 2:03 PM.

##### C. Approve Minutes

## II. Chief Operation Officer Updates

### A. Director of Operations Updates and Reflections

Kayla - Director of Operations:

Goals:

- Driver Goal #1 did not meet at 100% seats filled or 100% verification. Working to get on track going into next school year. Closing in on the gaps we're seeing year over year, ensuring we have resources
- Driver Goal #2 - Off Track - Incentivizing and to increase attendance, making daily calls to parents to discuss implications if students are not in attendance
- Driver Goal #3 - No data to report, not until Cycle 1
- Driver Goal #4 - Lost 5 Ops members, on track for day to day operations teams, ensuring we are using daily metrics for Op staff
- Driver Goal #5 - On Track - On evacuation drill, Fire Marshall has not come in

Food Service:

- Numbers are on a steady rise.

Janitorial:

- Same company partner as last year, decrease in student damage creating student accountability

Customer Service

- Scripts for most calls to parents, parents providing feedback to Ops Team

Student and Staff Technology Needs:

- Minimal Computer breakage vs last year
- Staff all have laptops
- Consistent audits of carts

Student Health:

- Phone time with parents, identifying gaps for Health Department, no data for inhalers and epi pens added to the school, getting full parent buy in for student meds, eating breakfast/drinking water
- Goal to hire LPN

Student Safety:

- Two new SSO's, contraband confiscation is down from Cycle 1, partnership with SLPD 3rd district

- No significant threats
- Growing Community Engagement and Parent/Student Buy in

## **B. Chief Operations Officer Updates and Reflections**

- 507 students enrolled, 96% to budgeted enrollment
  - identifying why students are leaving and working towards student retention
- ADA - 80.3% MS, 80.05% HS
  - Better job of tracking tardies, calling families
- State Reporting for Aug submitted on time, October submitted two days late
  - Will not get 2 points for end of year APR
- GPTW - ensuring staff culture stays strong
- Safety - On track, hired 2 new Security

### Reflections:

- Switched over to Power school to allow us to have more add ons and plug ins and create a better user experience for our families
- Ensuring Family portal is available for parents to stay on top of students
- Celebrating the wins of the Operations Team and wants to ensure the team feels appreciated

## **III. 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 3:00 PM.

Respectfully Submitted,  
N. Plair