

APPROVED



## Kairos Academies

### Minutes

#### Kairos Academies Board Meeting

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##### **Date and Time**

Thursday March 27, 2025 at 6:00 PM

##### **Location**

Virtual: Zoom

<https://us06web.zoom.us/j/82993143929>

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

<https://us06web.zoom.us/j/82993143929>

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##### **Directors Present**

A. Jackson (remote), A. Trapp (remote), N. Plair (remote), W. Young (remote)

##### **Directors Absent**

K. Owen, M. Vachow, P. Badea

##### **Ex Officio Members Present**

K. Graham (remote), N. Patel

##### **Non Voting Members Present**

K. Graham (remote), N. Patel

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## **Guests Present**

Adrienne Williams (remote), B. Jackson (remote), Collette Watkins (remote), J. Krewson (remote), J. Tyrrell (remote), Katie Krieg (remote), Keisha Coburn (remote), L. LeComb (remote), TDurphy@shandselbert.com (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 Mar 27, 2025 at 6:02 PM.

### **C. Review of Mission and Vision**

## **II. Kairos Public Comment**

### **A. Time Alloted for Public Comment**

No public comment

## **III. Board Meeting Minutes Approval**

### **A. Approval of February Board Meeting Minutes**

W. Young made a motion to approve the minutes from Kairos Academies Board Meeting on 02-20-25.

A. Trapp seconded the motion.

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

## **IV. Kairos PTA**

### **A. PTA Updates**

PTA Update:

Collette Watkins - VP of PTA spoke and mentioned, Christine would like to have a meeting with PTA board members next week to come up with a statement to share at the next board meeting

Amy Trapp's reflections:

Information shared and questions from parents were thoughtful. The March meeting was not as well attended as the prior meeting

Questions asked were around technology

Communication was the primary talking point - what is consistent communication, how do we ensure everyone is saying the same things and has the same level of support  
Strategy Team can be a good resource to the PTA

Questions from Parents have been consolidated into a Google Doc

The board will circulate a sign up sheet to ensure we have representation at the PTA meetings moving forward

## **V. Sunshine Law Training**

### **A. Training from Tom Durphy on Sunshine Law**

Tom reviewed Sunshine Law:

- Notice - the public needs to be reasonably notified and they need to know how you're meeting, physical posting or link needs to be provided
  - Post meeting information on screens in the lobby to notify of upcoming board meetings and tentative agendas
  - Notice should be sent at least 24 hours in advance
- Entities subject to Sunshine law should have a process to allow for the recordings to be available to the public
- Closed Sessions - closed and no recordings
- Minutes - Adjournment of minutes should be taken and return by the entity subject to the Sunshine Law
  - Its included but not limited to a record of any votes taken, date/time/place, record of any votes taken, roll call votes taken and a column that shows whether they voted ya or nay
  - Committee Minutes should be voted on by the board

#### **Exceptions to the Sunshine Law (Closed Sessions)**

- When there is legal action
- When you need to get advice from your attorney
  - As a part of tentative Agenda it should be added to the agenda as a closed session item
- Leasing purchase or sale of real estate
- Hiring, Firing, disciplining or promoting of employees
  - Voting to terminate employee would be done in closed session and a record of roll call would need to include how each board member voted
- Probation, expulsion or graduation of individuals
- FERPA applies to protect the confidentiality of student records
- Testing/examination records
- Union preparations
- Sealed bids

- Individually identifiable personnel records
- Records that are protected from disclosure by law (i.e. Laws that would keep records confidential)

Salaries of public employees is public information and if asked to provide this information we are required to provide it

Committees:

- Committee members can make recommendations
- The board acts as a group, anything the committee does will be a recommendation to the board
- Any member of the committee (Board member or not) has voting power at the committee level

## **VI. Outside Presenters**

### **A. Review of Kairos Learning Management System Development**

Adrienne Williams - Leadership development to Principals across the state

Dr Kenisha Coburn - Lead professional learnings for teachers across Texas and New Mexico

Adrienne Williams and Dr. Kenisha Coburn reviewed Kairos Learning Management System

This partnership ensures that when new leaders join mid year, they have a system to keep Leadership focuses

- Elevate teacher and learning and drive stronger student outcomes
- Process - Blending research base with adult learning strategies

Dr. Coburn reviewed Optimizing Team Dynamics - Strengths based leadership and proactive conflict management

## **VII. Kairos Senior Leadership Team Updates**

### **A. Enrollment Updates**

Student Persistence Update

MS:

- Lost 31 students at the MS
- 80% of students that transferred out where African American
- Some students have attended virtual academy offered by the state
- Problems with bullying, transportation, lack of support

HS:

- Lost 40 Students
- 34 students black, 5 white, 1 hispanic, 1 asian, 3 multicultural
- Problems with bullying, transportation, lack of support

Areas Kairos is exploring:

- Brainstorming Transportation Solutions
- Virtual Solutions at HS Level
- Personalized Student support
- Learning and Communication Platforms for check ins

Discussions reviewed by Johnathan:

- Kids that are feeling successful, don't leave
- The closer they are to the finish line, the less likely they are to quit the race
- We need to operationalize the cadence in which school leadership is reviewing the data
- Have Alumni network become a part of mentoring network over time
- MS weekly newsletters, HS bi-weekly newsletters

How do we measure at risk for dropping out? Do we have a sense of any trends of those that left the school. How do we identify those at risk of leaving

Reference email allows us to capture data sooner, so we can act on it. We have the tools to fix the recurring issues

Enrollment:

- 277-Re-enrollment calls are being completed by PS and Strategy this week
- 92- Completed Re-enrollments in PowerSchool
- 54 - Re-enrollments started in PowerSchool
- 24 - Not Returning students in PowerSchool
- 90- Offers in School App
- 45 - Offers accepted in School App
- 9 - Declined Offers in School App
- 36 - Pending Offers in School App
- 16 - Not Started New Student Registrations in PowerSchool
- 6 - Started New Student Registration in PowerSchool

- 17 - Completed New Student Registration in PowerSchool

Reviewed Operations Plan for re-enrollment

Main strategy is Online Leads

Marnae will share dates and make sure the board is included in weekly enrollment updates.

Dates are added to Kairos Academies website

Open House Sat March 29th 11-12, 12-3 New Families

## **B. SpEd Task Force Updates**

- 21 IEP meetings have been held
- 7 first attempts to meet on record
- 6 Review of Existing Data (RED) meetings have been held
- 8 meetings for review of transfer IPs to confirm comparable services

## **C. CEO Goals & Contract Goals Update**

Dr. Graham reviewed the following in the Accountability Tracker

- Making progress around Letters of Concern
- Conversations and Offer letters submitted to staff
- NWA Testing will occur in April
- Intent to return
- GPTW survey in May
- CEO Goals updates
  - Quality
  - 5 year strategic plan and scale action plan by June 2025
  - Organizational Health development by June 2025

## **D. Compliance Update**

Discuss Compliance and corrective actions

Reoccurring approval of Finance Committee Financials

## **VIII. Executive Committee**

### **A. Approval of February Committee Meeting Minutes**

A. Trapp made a motion to approve the minutes from.

W. Young seconded the motion.

February 2025 Executive Committee Meeting Minutes

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

**Roll Call**

P. Badea Absent

W. Young Aye

A. Jackson Aye

N. Plair Aye

A. Trapp Aye

M. Vachow Absent

K. Owen Absent

**B. CSIP Guidance**

Dr. Graham provided an update on CSIP Guidance

- Engaged fully with DESE around Charter School Improvement Plan
  - The scores are public data and used as comparison to other charter schools
  - Not a recommendation from our authorizer
  - Aaron will reach out to the Commission and ask them for their guidance and recommendation on CSIP

**C. Board meeting dates in April/May**

Move April and May Committee Meetings and Board Meetings by 1 week to ensure we review the prior months financials. This gives us the opportunity to make sure the financials are ready and we can review and approve at the board level.

Date Changes:

- April - 21st - 24th (Committee Meetings and Board Meeting) shift to the following week of April 28th - May 1st
- May - 26th - 29th shift to first week of June

N. Plair made a motion to Shift April and May Committee and Board Meeting by 1 week.

W. Young seconded the motion.

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

**Roll Call**

W. Young Aye

P. Badea Absent

K. Owen Absent

N. Plair Aye

M. Vachow Absent

A. Trapp Aye

A. Jackson Aye

## IX. Facilities Committee

### A. Approval of February Committee Meeting Minutes

A. Trapp made a motion to approve the minutes from Facilities Committee Meeting on 02-19-25.

W. Young seconded the motion.

February 2025 Facilities Committee Meeting Minutes

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

#### Roll Call

M. Vachow Absent

W. Young Aye

P. Badea Absent

K. Owen Absent

N. Plair Aye

A. Jackson Aye

A. Trapp Aye

## X. Finance Committee

### A. Approval of February Committee Meeting Minutes

W. Young made a motion to approve the minutes from Finance Committee Meeting on 02-18-25.

N. Plair seconded the motion.

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

#### Roll Call

W. Young Aye

N. Plair Aye

A. Jackson Aye

P. Badea Absent

M. Vachow Absent

K. Owen Absent

A. Trapp Aye

### B. Approval of February Financials

Reviewed Financial Executive Summary:

- February ended with 19 Days cash on hand, and cash balance was \$545.890.

Revenue:

- February forecast revenue was 909,296 actual revenue 891,915. 17,381 below projected amount.



#### Expenses:

- February forecasted expenditures 858.261, actual expenditures 915.434. 56.973 above projected amount.

Net Surplus = 23.519

#### Key Metrics:

- Days Cash on Hand - 19
- Net margin - -2.6
- DESE fund balance - 5.2%
- Salaries & Benefits, % Revenue - 56.2%
- Facilities, % Revenues - 11.4%

#### Current Fiscal Picture:

- Bank balance as of March, 24, 2024 \$925,482
- AP Due as of March 24, 2025 \$452.849
- Net Balance of \$472,632

Reviewed March 2025 Balance Sheet to ensure we're on target to meet our goals

Reviewed February 2025 Statement of Activities

Reviewed February 2025 Cash Flow

### C. Committee Updates

- Discussed dual signer policy

## XI. Governance Committee

### A. Approval of February Minutes

A. Trapp made a motion to approve the minutes from Governance Committee Meeting on 02-18-25.

W. Young seconded the motion.

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

#### Roll Call

A. Trapp	Aye
K. Owen	Absent
A. Jackson	Aye
N. Plair	Aye
P. Badea	Absent
W. Young	Aye
M. Vachow	Absent

## **B. Committee Updates**

- Reviewed Letter of Concerns and action plans
- Discussed the Accountability Tracker in more detail during Governance Meeting
- Board Member Succession Plans - need to work through a few upcoming terms
- Mid Year Assessment for CEO drafted and will be sent to the board for final feedback
- Missouri Ethics Commission due by May 1st

## **XII. Program Committee**

### **A. Approval of February Committee Updates**

A. Trapp made a motion to approve the minutes from.

W. Young seconded the motion.

February 2025 Program Committee Meeting Minutes

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

#### **Roll Call**

A. Trapp	Aye
N. Plair	Aye
M. Vachow	Absent
P. Badea	Absent
W. Young	Aye
A. Jackson	Aye
K. Owen	Absent

### **B. Committee Updates**

Updates provided during Senior Leadership Updates

## **XIII. Closed Session**

### **A. RSMo 610.021(2)**

## **XIV. 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 8:30 PM.

Respectfully Submitted,  
W. Young

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