



Hogan Preparatory Academy

Hogan Preparatory Academy

Date and Time

Monday October 28, 2019 at 5:30 PM CDT

Location

5809 Michigan Ave, Kansas City, MO 64130

Posted:

Notice is hereby given that the Hogan Preparatory Academy Board will conduct a Board Meeting at 5:30 PM on Monday, October 28 at Hogan Preparatory Academy District Office, at 5809 Michigan Avenue.

The tentative agenda of this meeting includes:

Agenda

I. Opening Items

Opening Items

- A.** Call the Meeting to Order
- B.** Record Attendance and Guests
Quorum Established
- C.** Adoption of Agenda
- D.** Comments from Public

- E. Comments from the Superintendent
- F. Comments from the Board President

II. Consent Agenda

- A. Approval of Minutes September 23, 2019
- B. Employment of Non-Certified Personnel
- C. Employment of Certified Personnel

III. New Business

- A. Approval of New Board Members
To approve new board members.

- B. Governance Policies and forecast of policies review

The current Hogan Preparatory Academy Board policies have not undergone a formal review for more than 10 years. As a result, we have policies which are outdated, have fallen out of line with best practices, or simply do not exist. To make the necessary updates, corrections, and additions, the Superintendent and his staff will present revised Board policies for review. These new policies will follow best practices as outlined by Missouri Consultants for Education (MCE) or the Missouri Charter Public School Association (MCPSA).

We hope to present these revised policies, by section, throughout the remainder of the current fiscal year, with the objective of having all Board policies reviewed by June 30, 2020.

A tentative calendar has been provided:

- *October 2019 Board Meeting – Section 1: Organization, Philosophy & Goals*
- *November 2019 Board Meeting – Section 2: General Administration & Section 3: Financial Operation*
- *January 2020 Board Meeting – Section 4: Students*
- *February 2020 Board Meeting – Section 5: Personnel Services*
- *March 2020 Board Meeting – Section 6: Support Services*
- *April 2020 Board Meeting – Section 7: Instructional Services*

- C. Consolidated School District 403B Retirement Supplement

This is a presentation for the CSD Retirement Plan Trust to become a participant in the plan.

D. Teach for America

E. SchoolMint

To review and approve the contract for SchoolMint.

IV. Old Business

V. Superintendent's Report

A. Strategic Plan Update

This is a review of the Strategic Plan.

B. School Smart Kansas City Grant Update

The updates on the School Smart Kansas City grant.

VI. Finance

Finance

A. Update of September 2019 Financials

To provide up to date information about HPA finances.

B. Approval of Check Register

This is monthly expenses for September, 2019.

VII. Calendar

A. Upcoming Dates

November 6th	Mid Quarter
November 13th	Early Release
November 25th	Board Meeting at 5:30pm
November 27th-29th	Schools and District Offices closed for Thanksgiving

VIII. Closing Items

A. Motion/Vote to Close Meeting Pursuant to RSMo Section 610.021 Subsection (3) Personnel

B. Adjourn Meeting

C. Motion to go into Closed Session

RSMo § 610.021. Closed meetings and closed records authorized when, exceptions, sunset dates for certain exceptions (1) Legal actions, causes of action or litigation involving a public governmental body and any confidential or privileged communications between a public governmental body or its representatives and its attorneys.....(3) Hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded...(9) Preparation, including any discussions or work product, on behalf of a public governmental body or its representatives for negotiations with employee groups...(13) Individually identifiable personnel records, performance ratings or records pertaining to employees or applicants for employment...

Coversheet

Approval of Minutes September 23, 2019

Section: II. Consent Agenda
Item: A. Approval of Minutes September 23, 2019
Purpose: Approve Minutes
Submitted by: Matt Samson
Related Material:
Minutes for Hogan Preparatory Academy Board Meeting on September 23, 2019

BACKGROUND:

To review minutes from the September 23, 2019 meeting for approval.

RECOMMENDATION:

To approve the minutes for September 23, 2019.

APPROVED



Hogan Preparatory Academy

Minutes

Hogan Preparatory Academy Board Meeting

Date and Time

Monday September 23, 2019 at 5:30 PM

Location

5809 Michigan Ave. Kansas City, MO 64130

Posted:

Notice is hereby given that the Hogan Preparatory Academy Board will conduct a Board Meeting at 5:30 PM on Monday, September 23rd at Hogan Preparatory Academy District Office, at 5809 Michigan Avenue.

The tentative agenda of this meeting includes:

Directors Present

Alexis Petri, David Collier, Lynne Beaver (remote), Matt Samson, Robin Carlson

Directors Absent

Kirra Jones

Guests Present

Janice Thomas

I. Opening Items

A.

Call the Meeting to Order

Matt Samson called a meeting of the board of directors of Hogan Preparatory Academy to order on Monday Sep 23, 2019 at 5:35 PM.

B. Vision Statement Read

C. Record Attendance and Guests

D. Adoption of Agenda

David Collier made a motion to approve and adopt agenda.

Alexis Petri seconded the motion.

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

E. Comments from Public

F. Comments from the Superintendent

Enrollment as of 9/6/2019 is at 1081.

Attendance is being tracked monthly. The goal is a 93% attendance rate.

Binders in front of Board members has by-laws, policies and UCM contract. These documents are working documents. The goal is to have them available on flash drives for Board members. This is part of the packet which will be given to new board members.

Parent and staff newsletters distributed; copies available in folders for the Board.

Parents will receive the newsletter monthly and the staff will receive the newsletter on a weekly basis. Power School will also be another communication stream.

This is in response to the request for increased communications.

The 4-year retention rate for 2016-2020 is 37%. Enrollment growth of 490 students.

SSKC grant awarded of \$2.65 million dollars over the next five years.

Recognition of Dr. Alexis Petris for her years of dedication, commitment, and service to Hogan Prep staff and students and their families.

G. Comments from the Board President

Recognition of Dr. Petris for her years of service to Hogan Prep; thank you!

II. Consent Agenda

A. Approval of Minutes August 26, 2019

Alexis Petri made a motion to approve minutes from the Hogan Preparatory Academy Board Meeting on 08-26-19 Hogan Preparatory Academy Board Meeting on 08-26-19.

Robin Carlson seconded the motion.

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

B. Employment of Non-Certified Personnel

Alexis Petri made a motion to approve report for Employment of non-certified personnel.

Robin Carlson seconded the motion.

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

C. Employment of Certified Personnel

Alexis Petri made a motion to approve report for the Employment of Certified Personnel.

Robin Carlson seconded the motion.

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

D. P1 Contract

Alexis Petri made a motion to approve the P-1 Contract.

Robin Carlson seconded the motion.

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

E. Approval of Bus Monitor Stipends

Alexis Petri made a motion to approve the bus stipends.

Robin Carlson seconded the motion.

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

III. New Business

A. Records Retention Policy

Collier: Create a compliance issue

Berry: Department by department review

Recommendation to pass what is here and then go back to amend it once streamlined.

Petris: Student records from the Diocese; old records responsibility of the Diocese and not the HPA now--time period of 1940 to 1999.; add a sentence or two to address this.

Berry: Move from this point forward and not go back

Alexis Petri made a motion to approve the policy with the necessary changes.

David Collier seconded the motion.

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

B. Financial Operation Banking Procedures

Reduce staff from spending money and coming back for reimbursement

Samson: great idea; streamlining

Alexis Petri made a motion to approve the financial operations banking procedures.

Robin Carlson seconded the motion.

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

IV. Old Business

A. High School Graduation Requirements

David Collier made a motion to Approve new graduation requirements.

Robin Carlson seconded the motion.

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

B. Approval of May 4, 2019 MINUTES

Alexis Petri made a motion to approve minutes from the Hogan Preparatory Academy Board Meeting on 05-04-19 Hogan Preparatory Academy Board Meeting on 05-04-19.

Matt Samson seconded the motion.

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

Roll Call

Robin Carlson Abstain

Lynne Beaver Aye

Alexis Petri Aye

Kirra Jones Absent

David Collier Abstain

Matt Samson Aye

C. Approval of Minutes From February 25, 2019

Alexis Petri made a motion to approve minutes from the Hogan Preparatory Academy Board Meeting on 02-25-19 Hogan Preparatory Academy Board Meeting on 02-25-19.

Matt Samson seconded the motion.

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

Roll Call

Matt Samson Aye

Kirra Jones Absent

Alexis Petri Aye

Robin Carlson Abstain

Lynne Beaver Aye

David Collier Abstain

D. Approval of Minutes From November 26, 2018

Alexis Petri made a motion to approve minutes from the Hogan Preparatory Academy Board Meeting on 11-26-18 Hogan Preparatory Academy Board Meeting on 11-26-18.

Matt Samson seconded the motion.

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

Roll Call

David Collier Abstain
Robin Carlson Abstain
Lynne Beaver Aye
Matt Samson Aye
Alexis Petri Aye
Kirra Jones Absent

E. Approve Minutes from July 31, 2018

Alexis Petri made a motion to approve minutes from the Notice & Agenda for Board of Directors' Meeting on 07-31-18 Notice & Agenda for Board of Directors' Meeting on 07-31-18.

Matt Samson seconded the motion.

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

Roll Call

Lynne Beaver Aye
David Collier Abstain
Robin Carlson Abstain
Matt Samson Aye
Kirra Jones Absent
Alexis Petri Aye

F. Approve Minutes from July 23, 2018

Alexis Petri made a motion to approve minutes from the Hogan Preparatory Academy Board Meeting on 07-23-18 Hogan Preparatory Academy Board Meeting on 07-23-18.

Matt Samson seconded the motion.

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

Roll Call

Robin Carlson Abstain
Alexis Petri Aye
Kirra Jones Absent
Lynne Beaver Aye
Matt Samson Aye
David Collier Abstain

V. Superintendent's Report

A. Strategic Plan Update

Dr. Burns presented the Strategic Plan. She explained the (5) Improvement Pillars: Leadership; Climate & Culture; Teaching & Learning; Operations and Governance. The plan is evolving and will be a working document. There are monthly benchmarks. The Board asked questions about measurement and support. Lots of room for improvement and there will be tiered system of support.

VI. Finance

A. Update of August 2019 Financials

B. Approval of Check Register

David Collier made a motion to approve the check register.

Alexis Petri seconded the motion.

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

VII. Calendar

A. Upcoming Dates

September 25th	Early Release
October 2nd	End of First Quarter
October 10th	Parent Teacher Conferences; Early Release
October 11th	Parent Teacher Conferences; No School
October 23rd	Early Release
October 28th	Board Meeting at 5:30pm

VIII. Closing Items

A. Motion/Vote to Close Meeting Pursuant to RSMo Section 610.021 Subsection (3)

Personnel

Alexis Petri made a motion to Close meeting.

David Collier seconded the motion.

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

Roll Call

Alexis Petri	Aye
Lynne Beaver	Absent
Matt Samson	Aye
David Collier	Aye
Robin Carlson	Aye
Kirra Jones	Absent

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:12 PM.

Respectfully Submitted,
Matt Samson

C.

Motion to go into Closed Session

Matt Samson made a motion to approve to go into Executive Session.

Alexis Petri seconded the motion.

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

Coversheet

Employment of Non-Certified Personnel

Section: II. Consent Agenda
Item: B. Employment of Non-Certified Personnel
Purpose: Vote
Submitted by: Tanya Shippy

BACKGROUND:

LaToya Brown, former HR technician, was transferred to Hogan Middle School, beginning in July, to fill a vacancy in the front office. This transfer was gradual, and LaToya as well as Kira Morrison, continue to have district responsibilities. In re-filling the vacancy at district office left from LaToya's transfer, a new job description was developed that included support for the Chief Operations Officer as well as the Chief Finance and Accountability Officer. The position will also remove the district responsibilities of food service and transportation that are currently being handled by front office staff at the middle school. We have added a position of a floating substitute at all three of the schools. This position will provide support so teachers can observe and coach each other. The position can also be used in the absence of a teacher when Parallel is unable to fill a vacancy.

RECOMMENDATION:

Teresa Williams has over 30 years of experience as an administrative assistant and is being recommended for the position of Finance and Operations Administrative Assistant. She will start her job duties on Nov. 1, 2019. Michael Portley is recommended for the floating substitute position at the high school. He will start his job duties on October 28, 2019.

Coversheet

Employment of Certified Personnel

Section: II. Consent Agenda
Item: C. Employment of Certified Personnel
Purpose: Vote
Submitted by: Tanya Shippy

BACKGROUND:

Hogan has the following certified vacancies: Middle School special education teacher Middle School 8th grade science

RECOMMENDATION:

The administration is recommending the following to be offered employment: Ashley Hefley - Middle School Science Alisha Drake - Middle School Sped

Coversheet

Approval of New Board Members

Section: III. New Business
Item: A. Approval of New Board Members
Purpose: Vote
Submitted by: Dr. Jayson Strickland

BACKGROUND:

The Board will review recommendations from Dr. Jayson Strickland, Superintendent, for new board members.

RECOMMENDATION:

To approve the new board members.

Coversheet

Governance Policies and forecast of policies review

Section: III. New Business
Item: B. Governance Policies and forecast of policies review
Purpose: Vote
Submitted by: Jamie Berry
Related Material: HPA Board Policy - Organization, Philosophy and Goals.docx

BACKGROUND:

Section Review: Section 1 of the current Board policy manual covers Organization, Philosophy and Goals. The complete section has been provided for your review. However, here is a synopsis of the recommended changes: 1. The policies in this section has been re-ordered to eliminate confusion and re-numbered to provide consistency. 2. All policies in this section were last reviewed/approved between July, 2009 and October, 2010. We have one policy with no reviewed/approved date of record. With this update, all policies in this section will have a reviewed/approved date of October, 2019. 3. Policy 200 – School District Philosophy – this is a new policy addition in line with best practices recommended by MCE. 4. Policy 220 – Statement of Practices a. Conflict of Interest language has been shortened/ revised to reflect District practices. b. Visits to Schools language has been extended, per MCE best practices language. 5. Policy 230 – Board Officers – revised to reflect District practices. 6. Policy 270 – Board Compensation – revised per MCE best practices language. 7. Policy 280 – Board Travel – revised to reference need for board travel to fit within the District’s approved budget. 8. Policy 300 – Board Meetings a. Regular - revised to reflect actual District schedule. b. Quorum and Majority Vote – Do we want to allow for proxy voting?

RECOMMENDATION:

HPA Board vote to accept and adopt Board policy Section 1: Organization, Philosophy & Goals as recommended.



HOGAN PREPARATORY ACADEMY

BOARD POLICIES

SECTION 1: ORGANIZATION, PHILOSOPHY & GOALS

Policy Number	Policy Title	Page Number
0100	Legal Status: District Name & Identification Codes	2
0110	Legal Status: Charter School	2-3
0200	Board Organization: District Philosophy	3
0210	Board Organization: Board Purpose and Roles	3
0220	Board Organization: Statement of Practices	4-5
0230	Board Organization: Board Officers	6
0240	Board Organization: Board Member Resignation	6
0250	Board Organization: Board Code of Ethics	6-7
0260	Board Organization: Nepotism, Conflict of Interest, and Financial Disclosure	7
0270	Board Organization: Board Compensation	8
0280	Board Organization: Board Travel	8
0290	Board Organization: Board Committees	8
0300	Meetings: Board Meetings	9-10
0310	Meetings: Board Meeting Agenda	10
0320	Meetings: Meeting Participation by Public	10
0330	Meetings: Board Meeting Minutes	11
0340	Meetings: Closed Board Meetings/Executive Session	11-12
0350	Meetings: Notification of Board Meetings	13
0400	Board Policy: Board Policy Development, Adoption and Review	14

Re-order policy numbers so there is consistency

HOGAN PREPARATORY ACADEMY BOARD POLICIES

SECTION 1: ORGANIZATION, PHILOSOPHY & GOALS

POLICY 0100 – LEGAL STATUS: DISTRICT NAME AND IDENTIFICATION CODES

(Last approved: 07/13/2009)

The Charter School is an independent public school. The School is a nonprofit corporation organized under the authority of the State Legislature and exercises power delegated directly and indirectly by the Missouri State Legislature.

The official, corporate name of the Charter School, location and contact information are:

Hogan Preparatory Academy, Inc.
5809 Michigan Avenue
Kansas City MO 64130
816-444-3484

County, District and Federal Identification Codes are:

048-904/County/District Code
43-1817830 Federal Identification Number (FEIN)

POLICY 0110 – LEGAL STATUS: CHARTER

(Last approved: 07/13/2009)

The School operates under a charter from the University of Central Missouri (UCM). The School's charter serves as a contract between the School and its sponsoring institution.

The School's charter includes its mission statement, a description of the school's organizational structure and bylaws, a financial plan, the School's policy for securing personnel services, personnel qualification, professional development plan, description of the grades and ages of its students, calendar of operations and criteria for measurement of the School's effectiveness.

The School's Charter will also provide:

- Educational goals and objectives
- Description of the educational programs and curriculum
- Terms of the Charter
- Student performance standards
- Governance plan
- Policies on student discipline

The Board acknowledges that the School may be placed on probation by UCM at any time if the School fails to meet its statutory requirements or its commitments to the School's assurance. The purpose of the probationary period is to allow the School to change methodology, leadership, or other factors to bring the School in compliance with the law or the requirements of UCM.

HOGAN PREPARATORY ACADEMY BOARD POLICIES

SECTION 1: ORGANIZATION, PHILOSOPHY & GOALS

POLICY 0110 – LEGAL STATUS: CHARTER (continued)

(Last approved: 07/13/2009)

The Board further acknowledges that the School Charter may be revoked by UCM if the School commits a serious breach of one or more provisions of its charter for:

- Failure to meet academic standards
- Failure to meet generally accepted standards of fiscal management
- Failure to provide information necessary to confirm compliance with the procedure of this Charter within 45 days of request
- Violation of law

POLICY 0200 – BOARD ORGANIZATION: SCHOOL DISTRICT PHILOSOPHY

New Policy Addition

In carrying out its responsibilities, the Board is guided by the desire to use the resources of its community, its staff and its students to provide the highest quality education permitted by its financial resources. In reaching decisions, the Board will attempt in every case to act in the best interests of its students.

POLICY 0210 – BOARD ORGANIZATION: BOARD PURPOSE AND ROLES

(Last approved: 07/13/2009)

The Board performs three basic functions in the management of the School:

Legislative

The Board shall exercise full legislative rule and management authority for the School by adopting policy and directing all procedures necessary for the governance of the School's educational and administrative responsibilities.

Executive

The Board shall delegate to the Superintendent the responsibility of implementing all Board policy.

Appraisal

The Board shall determine the effectiveness of policy implementation through evaluation of school operations, practices and program outcomes. The achievement level of students shall be the guiding standard through which all success shall be measured.

Sponsors – The Board will not contract with sponsors other than UCM without UCM's agreement to the division of sponsor responsibilities.

HOGAN PREPARATORY ACADEMY BOARD POLICIES

SECTION 1: ORGANIZATION, PHILOSOPHY & GOALS

POLICY 0220 – BOARD ORGANIZATION: STATEMENT OF PRACTICES

(Last approved: 07/13/2009)

Attendance

Members shall attend all regularly scheduled Board meetings insofar as possible. Any member failing to attend the meeting of the Board for three (3) consecutive regular meetings, unless excused by a majority of the Board for reasons satisfactory to the Board, shall be deemed to have vacated the seat; and the Secretary of the Board shall certify that fact to the Board. The vacancy shall be filled as other vacancies occurring in the Board. Attendance for purposes of this provision shall be defined as actual, physical attendance at the Board meeting until all of the business of the Board has been completed unless a member is excused by a majority of the Board.

Knowledge

Members bring a variety of experiences to their Board positions. Members shall come to Board meetings informed concerning the issues to be considered.

Abstentions

Members shall avoid abstaining except when required by statute or Board policy. The members of the Board have been selected to make difficult decisions on behalf of the students, parents, patrons and employees of the school. The concept of trusteeship requires each member to review the issues under the Board's consideration and to take a stand regarding those issues. A member who has conformed to the above-described tenets of knowledge, open discussion, independent judgment, and civility should be prepared to cast a vote on each of the issues before that member.

Cooperation/Delegation

Members should work with other Board members to establish effective Board policies and to delegate authority for the administration of the schools to the Superintendent. Members shall not attempt to by-pass, undermine, or usurp the Superintendent's authority and responsibility for the daily operation of the schools.

Conflict of Interest

Members shall avoid being placed in a position of conflict of interest, and shall not use the Board position for personal or partisan gain. Members shall conduct themselves in accordance with the conflict of interest policy and disclosure requirements prescribed by statute and Board policy. *(Revised Language)*

Accessibility

Members are accessible to the School and reside within a reasonable distance from the School.

Confidentiality

Members shall not disclose confidential information. Information is confidential if it is:

- (a) Communicated during executive session, or
- (b) Otherwise communicated with a mutual understanding of confidentiality.

HOGAN PREPARATORY ACADEMY BOARD POLICIES

SECTION 1: ORGANIZATION, PHILOSOPHY & GOALS

POLICY 0220 – BOARD ORGANIZATION: STATEMENT OF PRACTICES (continued)

(Last approved: 07/13/2009)

Acceptance of Gifts

Members shall not solicit or accept gifts, payments, or anything greater than a nominal value item or holiday gifts from any person, organization, group, or entity doing business or desiring to do business with the School.

Contact with Vendors

Members, if contacted by a vendor requesting information about the School's bidding procedures, whether of a general nature or with regard to specific goods or services to be bid, shall provide the vendor with the name and business telephone number of the administrator responsible for purchasing such goods or services. The member shall request that the vendor contact the relevant administrator and direct all questions and concerns to the administrator.

Board Communications to Staff

All official communications, policies, and directives of staff interest and concern will be communicated to staff members through the Superintendent, and the Superintendent will employ such media as are appropriate to keep the staff fully informed of the Board's concerns and actions.

Visits to Schools

Individual Board members who, in their parental capacity, wish to visit the school(s) or classroom(s) of their child(ren) will follow the regular procedures for visitors. Board members who wish to visit other schools or classrooms as an informal expression of interest in school affairs will inform the Superintendent who will arrange such visit(s) through appropriate principal(s). Official visits by Board members will be conducted only with the full knowledge of the Superintendent and principal(s) involved. *(Revised language)*

Training

Board members will receive continuous training. First-year board members will receive 8 hours of training per year. Other board members will receive 4 hours of training per year.

Educational Welfare

Members shall remember always that the first and greatest concern must be the educational welfare of the students attending the School.

Background Checks

Members shall obtain a background check prior to beginning service on the School's board. Copies of such background checks will be available to the public at the School's Business Office.

Site Visits

UCM will visit the school annually to observe and assess the educational performance. In addition, UCM will conduct such on-site visits whenever the operation or management of the School is changed. UCM representatives will be placed on the agenda of a Board meeting to review the results of the on-site visit.

HOGAN PREPARATORY ACADEMY BOARD POLICIES

SECTION 1: ORGANIZATION, PHILOSOPHY & GOALS

POLICY 0230 – BOARD ORGANIZATION: BOARD OFFICERS

(Last approved: 07/13/2009)

The Board will conduct an annual meeting to elect a president and a vice-president/secretary. *(Revised language to reduce the number of officer roles; reflective of actual Board practice.)*

POLICY 0240 – BOARD ORGANIZATION: BOARD MEMBER RESIGNATION

(Last approved: 07/27/2009)

Any Board member who wishes to resign from office shall inform the Board Secretary in writing. The Board Secretary shall certify to the Board that the office is vacant. The Board will then appoint a replacement to serve.

POLICY 0250 – BOARD ORGANIZATION: BOARD CODE OF ETHICS

(Last approved: 07/27/2009)

The purpose of the Board is:

1. To govern and control the affairs of the School as provided by law and Board policy.
2. To discover and interpret the educational needs, attitudes, and interests throughout the School as a guide to developing and setting priorities for an educational program.
3. To exercise judgment in reviewing, considering and voting on school wide policies affecting the operation of the school.
4. To oversee the management and fiscal control of the School as provided by law and to review, evaluate and judge the effectiveness of the educational program.

The roles of members of the Board are:

1. To recognize that it is the responsibility of the Board to see that the school is properly administered, not to administer them.
2. To hold the Superintendent responsible for the implementation of Board policies and the administration of the School.
3. To give the Superintendent authority commensurate with his/her responsibility.
4. To vote on Board matters only after considering the recommendation of the Superintendent and any interested citizens.
5. To maintain a working rapport with other members of the Board and the Superintendent.
6. To respect and encourage the right of others to hold and express opinions.
7. To support the Board once a legal decision has been made by a majority vote.

HOGAN PREPARATORY ACADEMY BOARD POLICIES

SECTION 1: ORGANIZATION, PHILOSOPHY & GOALS

POLICY 0250 – BOARD ORGANIZATION: BOARD CODE OF ETHICS (continued)

(Last approved: 07/27/2009)

8. To avoid inappropriate or disparaging remarks, in or out of Board meetings, about other Board members or their opinions.
9. To realize that the responsibilities are district-wide.
10. To recognize that authority rests with the Board in legal session and no individual Board member has legal authority to request action from the staff.
11. To avoid any comments which may be interpreted as undermining the administration of the School.
12. To assure that special committees, when appointed, have a well-defined objective and that there is an understanding that the committee serves in an advisory capacity.

In addition, members of the Board will:

1. Work through the Superintendent and his/her staff.
2. Support the Superintendent's efforts to appoint the most qualified persons as employees of the School.
3. Reinforce the efforts of the Superintendent and the staff so that they may perform their assigned responsibilities in the most effective manner.
4. Provide the Superintendent Counsel as requested or required.
5. Make every effort to keep all citizens informed about the quality and condition of public education in the School.
6. Initiate and implement all efforts to secure adequate financial support for the School.
7. Assure that all transactions of the School are ethical, open and aboveboard.

POLICY 0260 – BOARD ORGANIZATION: NEPOTISM, CONFLICT OF INTEREST AND FINANCIAL DISCLOSURE

(Last approved: 07/27/2009)

Members of the Board will conduct themselves in a manner which complies not only with the letter of conflict of interest laws, but also in the spirit of those provisions. Board members will at all times make good faith efforts to avoid the appearance of a conflict of interest. If a situation arises which involves the potential for a conflict of interest, the individual Board members will declare his/her interest and will refrain from debating or voting upon the question of engaging or using the business entity in question.

HOGAN PREPARATORY ACADEMY BOARD POLICIES

SECTION 1: ORGANIZATION, PHILOSOPHY & GOALS

POLICY 0270 – BOARD ORGANIZATION: BOARD COMPENSATION

(Last approved: 07/27/2009)

No member of the Board shall accept a salary from, or be employed by the Board, or profit financially in any manner by reason of any dealings with the Board. *(Revised language)*

POLICY 0280 – BOARD ORGANIZATION: BOARD TRAVEL

(Last approved: 07/27/2009)

So long as the organization's budget allows, travel and accompanying expenses may be authorized by a majority of the Board of Directors for any of its members to attend conferences, meetings, seminars, conventions, etc., at the state, regional and national levels. Travel expenses may include transportation, lodging, meals and registration fees.

Each Board member who has been approved for travel shall file with the District's Business Office within a reasonable time frame an itemized account of expenses.

(Revised language)

POLICY 0290 – BOARD ORGANIZATION: BOARD COMMITTEES

(Last approved: 10/04/2010)

The Board may appoint committees to assist it in carrying out the Board's responsibilities. However, the Board may not delegate those functions which, by law, must be exercised by the Board itself.

Committee Guidelines

1. Committees created by the Board will be assigned specific tasks to be performed and will be assigned a specific time frame within which to accomplish assigned tasks.
2. Upon completion of these tasks or upon expiration of the time allotted, the committee will be dissolved unless extended by the Board.
3. Reports of Board committees may be made in written form or be presented verbally at a Board meeting at the discretion of the Board.

Committee Meetings

Meetings of committees appointed by the Board or at the Board's direction including advisory committees appointed for the specific purpose of recommending policy, policy revisions, expenditures of public funds to the Board or to the Superintendent will comply with the notice and open meeting provision applicable to Board meetings. The School's custodian of records will maintain a current list of such advisory committees.

HOGAN PREPARATORY ACADEMY BOARD POLICIES

SECTION 1: ORGANIZATION, PHILOSOPHY & GOALS

POLICY 0300 – BOARD ORGANIZATION: BOARD MEETINGS

(Last approved: No Date on Record)

Regular

The regular meeting of the Board is typically held on the 4th Monday in each month, at the hour of 5:30 p.m. when public notice is given. Public meetings may be conducted in person or by conference call, video chats, Internet conferences, e-mails and Internet message board. *(Revised Language to reflect actual District schedule for Board meetings)*

Special

Special meetings may be held at the time set by the Board or on the call of the Board President or any four members of the Board. (Not less than twenty-four (24) hours written notice, stating the time and place of the meeting and business to be considered, will be given to each member.) Simultaneously with the giving of notice of such meeting to the members of the Board, a written notice of the meeting and matters to be considered will be posted in the same manner as postings for regular Board meetings.

Quorum and Majority Vote

The presence of a majority of the Board constitutes a quorum for the transaction of business. However, the letting of contracts, employment of personnel, approval of bills for payment and the ordering of warrants require an affirmative vote of a majority of the Board. *(Question: Do we want to allow for proxy voting?)*

Closed Meetings

The Board may vote to conduct closed executive sessions as provided for in Policy 0340 – Closed Board Meetings/Executive Sessions. In order to enter executive session, such motion must be approved by a roll call majority vote. The motion to enter executive session must reference the specific statutory matters to be discussed.

Any Board member may object to the closing of a meeting, record or vote if a member believes the motion to close violates the Sunshine Law; such member(s) must object at or before the motion to close is voted upon and must vote against closing. The member(s) shall be allowed to fully participate in any subsequent meeting or vote. The objecting member(s) shall be immune from any liability for improper closure of a meeting.

Recording of Board Meetings

The open sessions of Board meetings may be audio or video taped. The Board has adopted guidelines set forth in Policy 0300 – Board Meetings to minimize the potential disruptive effect of such recordings.

HOGAN PREPARATORY ACADEMY BOARD POLICIES

SECTION 1: ORGANIZATION, PHILOSOPHY & GOALS

POLICY 0300 – BOARD ORGANIZATION: BOARD MEETINGS (continued)

(Last approved: No Date on Record)

Firearms and Weapons

Possession of firearms and weapons are prohibited from all school premises and school activities. This prohibition specifically applies to meetings and activities of the Board and applies to all attendees, including members of the Board. The firearm prohibition includes permitted weapons. (See also Policy 1432 – Prohibition Against Firearms and Weapons.)

POLICY 0310 – BOARD ORGANIZATION: MEETING AGENDA

(Last approved: 07/27/2009)

A tentative agenda for each regular, special or proposed closed meeting of the Board shall be prepared by the Board President, in consultation with the Superintendent, and shall be included in any public notice of such meetings. Any member of the Board may request items to be placed on the agenda. The tentative agenda, related materials and minutes of the previous meeting shall be distributed to each member of the Board at least four days prior to the stated meeting unless a special emergency meeting is called at a time which makes the four-day prior notice impossible.

The agenda for each meeting of the Board shall be adopted or modified by a motion by a majority of those Board members present. Once the agenda is approved, it shall require a vote of a majority of the Board members present to make additional modifications.

The agenda for closed sessions shall be announced in closed session; however, the motion to close a meeting must be voted on during a public meeting and must also include the reasons for closing the meeting with references to the specific topics under the provision of Section 610.021, RSMo as valid grounds for a closed meeting session. (Refer to Policy 0340 – Closed Board Meetings/Executive Sessions.)

POLICY 0320 – BOARD ORGANIZATION: PARTICIPATION BY THE PUBLIC

(Last approved: 07/27/2009)

A designated period of time may be provided for public comments at all regular Board meetings. The Board is very interested in citizen viewpoints and problem; however, citizens are encouraged to work through problems at the school and/or administrative levels before coming to the Board. Remarks may be limited. Questions directed to the Board may not always be answered immediately. All questions will be responded to by an appropriate person as soon as possible. Persons who wish to suggest items for the agenda should contact the Superintendent.

HOGAN PREPARATORY ACADEMY BOARD POLICIES

SECTION 1: ORGANIZATION, PHILOSOPHY & GOALS

POLICY 0330 – BOARD ORGANIZATION: MEETING MINUTES

(Last approved: 07/27/2009)

Open Session Minutes

Minutes of Board meetings shall be available to the public for inspection at the Superintendent's office, at reasonable hours. The minutes will include the date, time, place, members present, members absent, and a record of any votes taken.

Closed Session Minutes

A separate minute book used solely for the purpose of executive sessions shall be used to record the minutes. Under such circumstances, the Board members and others in attendance are honor-bound not to disclose the details or discussions or minutes of the closed session. Any vote taken during a closed session will be taken and recorded by a roll call vote.

POLICY 0340 – BOARD ORGANIZATION: CLOSED MEETINGS

(Last approved: 07/27/2009)

The Board reserves the right, as provided by law, to close meetings, records and votes as they relate to matters below. All discussion and action by the Board in executive session must be related to the reasons set forth in motion to enter executive session. The minutes of the executive session shall be recorded and maintained in a separate, confidential minute book. (See Policy 0330 – Board Meeting Minutes)

Legal Matters

Litigation including privileged communications between the Board, its representatives, and its attorneys. Upon completion of the litigation or upon execution of a settlement agreement, the vote, minutes, and settlement agreement will be made public unless subject to a court order closing the record.

Real Estate Matters

The lease, purchase or sale of real estate where public knowledge of the details of the proposed acquisition might adversely affect the School's interests. Any vote or public record approving such contract shall become available to the public upon execution of the contract.

HOGAN PREPARATORY ACADEMY BOARD POLICIES

SECTION 1: ORGANIZATION, PHILOSOPHY & GOALS

POLICY 0340 – BOARD ORGANIZATION: CLOSED MEETINGS (continued)

(Last approved: 07/27/2009)

Personnel Matters

Actions related to the hiring, firing, disciplining or promotion of a School employee when the performance or individual merit of this employee is considered. Any vote on a final decision to hire, fire, promote or discipline will be available to the public within seventy-two (72) hours of the close of the meeting, except that good faith efforts will be made to notify the affected employee prior to the information becoming publicly available. Disclosure of Board action on such personnel matters will include notice of how each Board member voted on the proposition.

Student Matters

Scholastic probation, expulsion, discipline, or graduation of identifiable persons, including records of individual test or examination scores subject to the provisions of the Board's student records policy and regulation.

Student Testing Matters

Testing and examination materials before a test or examination is given and until use of the test is discontinued.

Bidding Matters

Competitive bidding specifications, until officially approved or published for bids. Sealed bids, until the earlier of the time all are opened or all are accepted or rejected.

Personnel Records

Individually identifiable personnel records, performance ratings or records related to employees or applicants for employment. However, the public will have access to the names, positions, salaries, and length of service of employees of the school.

Communications with School Auditor

Confidential and privileged communication between the Board and its auditor, including the auditor's work product. However, final audit reports issued by the auditor will be open.

Security Systems

Information provided to the School by outside consultants relating to the security of School facilities. However, expenditures of public funds for the purchase of security systems are considered to be open public records.

Notwithstanding the provisions of this section, consultant reports involving open records matters, which were prepared for the School, are deemed to be open records.

HOGAN PREPARATORY ACADEMY BOARD POLICIES

SECTION 1: ORGANIZATION, PHILOSOPHY & GOALS

POLICY 0350 – BOARD ORGANIZATION: NOTIFICATION OF BOARD MEETINGS

(Last approved: 10/18/2010)

Notice of meetings of the Board including committees of the Board will be given in a manner to reasonably inform the public of the matters to be considered by the Board.

Notice of the time, date, and place of the meeting as well as the tentative agenda will be provided at least twenty-four (24) hours, exclusive of holidays and weekends, prior to the meeting unless for good cause it is impossible or impractical to provide such notice. In such instances, the nature of the impossibility or impracticality will be stated in the minutes. In order to minimize public participation, notice of Board meetings will be posted at the School. Upon request, members of the media will be provided with notice of the meeting at the same time notice is provided to members of the Board. Meetings will be scheduled at a location reasonably accessible to the public in a room of sufficient size to accommodate the anticipated attendance by the public.

Where meetings are conducted by telephone or other electronic means, written notice of such meetings will include the specific mode by which meetings will be conducted and the location where the public may attend such electronic meetings. If a meeting is conducted through the Internet or other computer link, notice of such meeting will be posted on an existing school website.

HOGAN PREPARATORY ACADEMY BOARD POLICIES

SECTION 1: ORGANIZATION, PHILOSOPHY & GOALS

POLICY 0400 – BOARD POLICY: BOARD POLICY DEVELOPMENT, ADOPTION AND REVIEW

(Last approved: 07/27/2009)

The development and adoption of policies to govern operation of the School are the responsibility of the Board. In developing policy, the Board may solicit input from the community, staff and other professionals.

At any meeting of the Board, policies governing the School may be enacted, amended or repealed by a majority vote. The formal adoption of policies shall be recorded in the minutes of the Board. Only those written statements so adopted and so recorded shall be regarded as official Board policy.

Implementation

The Superintendent is assigned the responsibility for insuring that all Board policies, rules and regulations are implemented. The Board authorizes the Superintendent to develop administrative guidelines in order to implement Board policy. The Superintendent shall notify all employees and students of their need to abide by Board policies and regulations. Administrators shall prepare staff, student/parent handbooks that interpret Board policies and state rules and regulations which affect the population set. The handbooks shall be revised annually and distributed.

Review

The Board shall review written policies on a continuing basis to ensure consistency and legality of Board action and administrative decisions. Policies shall be reviewed and revised as a result of newly enacted state and/or federal legislation, court decisions, as a result of research and/or policy development as presented by state and/or national organizations and agencies, or for other reasons as determined by the Board.

Posting Board Policies and Student Handbooks

During long periods of time in which the School maintains a website, the Board's policies and regulations along with student handbooks will be posted on the website.

Coversheet

Consolidated School District 403B Retirement Supplement

Section: III. New Business
Item: C. Consolidated School District 403B Retirement Supplement
Purpose: Discuss
Submitted by: Tanya Shippy
Related Material: CSD.pdf

BACKGROUND:

Although Hogan contributes to the Kansas City Public School Retirement System, we know that it is important for staff to plan for retirement by supplementing their KCPSRS retirement. Currently, there is very little participation in voluntary supplemental plans; less than 10 staff members are currently participating in a payroll deduction for a supplemental retirement plan. The Consolidated School District Retirement Supplement has long been attractive to districts that want to promote supplemental savings for their staff but also want to reduce the risk that comes with the compliance requirements of sponsoring multiple plans. CSD 403B Retirement Trust will also provide plenty of education around the importance of supplementing retirement so we can increase participation.

RECOMMENDATION:

The CSD 403B Retirement Supplement is a Valic Product. The change to participating in only one 403B supplement plan will only affect two current staff members that participate in an AXA plan. Please listen to the presentation, read over the documents, and ask questions of the CSD 403 Retirement Trust representative, Richard Counts. This presentation is informational. We will re-visit on November 25th for board approval so the plan can begin Jan. 1, 2020.

CSD RETIREMENT PLAN TRUST PARTICIPATION AGREEMENT

This Participation Agreement is made and entered into by and between Hogan Preparatory Academy (EIN: 43-181-7830) (the "Participating Employer") and the Trustees of the CSD Retirement Plan Trust (the "Trustees").

The Trustees have established the CSD Retirement Plan Trust (the "Trust") for the exclusive purpose of receiving, holding and administering the assets of the CSD Retirement Trust Multiple Employer 403(b) Plan for the benefit of eligible Employees of Participating Employer. With the consent of the Trustees, the Participating Employer desires to participate in the Trust and to adopt the Plan with respect to its eligible Employees.

NOW, THEREFORE, the Participating Employer hereby elects to participate in the Trust and to adopt the Plan effective as of January 1, 2020, and the Trustees hereby consent to such adoption and participation upon the following terms:

1. **Adoption of Plan and Trust.** The execution of this Agreement by the Participating Employer shall be construed as the adoption of each Plan and the Trust in every respect as if the Plan and the Trust had this date been executed by the Participating Employer. Each Plan shall be adopted as a restatement and/or merger and continuation of any prior Section 403(b) plan maintained by the Participating Employer (a "Prior Plan").
2. **Rights and Obligations of Participating Employer.**
 - a. The Participating Employer agrees that during the period of its participation in the Plan and the Trust it shall not make or remit contributions on behalf of its Employees to any other Section 403(b) plan or to any annuity contract or custodial account not approved by the Trustees as a permitted investment vehicle for Plan assets.
 - b. The Participating Employer agrees to accept all of the responsibilities of a Participating Employer as described in the Plan and the Trust.
 - c. The Participating Employer agrees to accept all of the responsibilities of an Employer as described in the Plan and the Trust with respect to its Employees and Participants and their Beneficiaries, and to comply with such rules and procedures as may be established by the Trustees and the Contract Administrator from time to time. The participation of the Participating Employer in the Plan and the Trust shall in no way diminish, augment, modify or in any way affect the rights and duties of the Trustees as Trustees and Plan Sponsor under the Plan.
 - d. The Participating Employer shall supply to the Contract Administrator full, accurate and timely information on all matters relating to the Plan, including the eligibility of its Employees to participate in the Plan, their Compensation, dates of

retirement, death, disability, or Severance from Employment, and such other pertinent information as the Contract Administrator may require.

- e. The Participating Employer shall provide the names and contact information for the Vendors of any annuity contracts and/or custodial accounts to which the Employer made contributions under any Prior Plan. Such information for the respective Prior Plans shall be provided on Prior Plan Vendor Schedules substantially in the form attached hereto and incorporated herein by reference. The Participating Employer certifies the accuracy of the information reported on the Prior Plan Vendor Schedules. The Plan Sponsor may rely upon all information supplied by the Participating Employer and shall have no duty or responsibility to verify such information.
 - f. The Participating Employer agrees to make reasonable efforts to require all such Prior Plan Vendors to share information with the Plan and the Contract Administrator in the manner determined by the Trustees from time to time. The Participating Employer further agrees not to permit contract exchanges between the annuity contracts and/or custodial accounts held by such Prior Plan Vendors (other than exchanges into the approved investment vehicles) unless such Vendors cooperate in sharing information in the manner prescribed by the Trustees.
 - g. The Participating Employer shall remit all contributions to the Trust within the time prescribed by the Plan.
 - h. The Participating Employer shall refer claims for Plan benefits and all requests for information concerning the Plan to the Contract Administrator immediately upon receipt of the same by the Participating Employer.
 - i. The Participating Employer shall timely comply with all requests of the Plan Sponsor to distribute to its Participants all Plan disclosures required by applicable law.
3. **Fees and Expenses.** The Participating Employer agrees that fees and expenses of the Plan and the Trust shall be paid from Trust assets. Fees shall be allocated to Participant Accounts on a periodic basis as prescribed in the Plan. All such fees and expenses shall be fully disclosed to the extent required by applicable law.
4. **Designation as Agent.** All actions required or permitted by the Plan or the Trust to be taken by the Trustees, including but not limited to the authority to select and remove Vendors and investment options and to amend the Plan and the Trust, shall be effective with respect to the Participating Employer when taken by the Trustees in the manner prescribed in the Trust Agreement. The Participating Employer hereby irrevocably designates the Trustees as its agent for such purposes. The Trustees shall notify the Participating Employer in the event the Trustees make any changes in Vendors or investment options or any amendments to the Plan or the Trust.

5. **Representation and Warranties.** The Participating Employer represents and warrants that it is a public school employer or educational service agency or community college that qualifies as a political subdivision under Missouri law (or other approved State) or a charter school established pursuant to Missouri law (or other approved State) and meets all the requirements of the Internal Revenue Code necessary for participation in the Plan.
6. **Indemnification.** The Participating Employer agrees to protect, defend, hold harmless and indemnify the CSD Retirement Trust, the Trustees, the Contract Administrator and their agents and employees from and against any and all claims, damages, liabilities, taxes, penalties, losses and expenses and reasonable attorney's fees and costs, arising out of any negligence, misrepresentation, or breach under this Agreement or applicable law by the Participating Employer or its agents or employees.
7. **Termination.** This Agreement shall terminate upon termination of the Trust in accordance with Article VII of the Trust. This Agreement may be terminated by the withdrawal of the Participating Employer upon 30 days advance written notice delivered to the Trustees and the Contract Administrator. The Participating Employer agrees that, in such event, the Employer shall adopt successor plans for the Employer's Employees and shall assume full responsibility for administration and compliance of such successor plans. The withdrawing Employer further agrees that all Plan Accounts of its Participants shall be considered accounts under the Employer's successor plans and the Plan Sponsor and Contract Administrator shall cease to have any responsibility for compliance of such Accounts. However, any amounts held in annuity contracts or custodial accounts through the Trust shall continue to be held in such contracts or accounts, subject to all terms and conditions governing such contracts or accounts, until the Participant requests distribution, transfer or exchange of such contracts or accounts consistent with the requirements of the investment vehicle, the Employer's successor plans and applicable requirements of the Code.
8. **Independent Contractors.** The parties enter into this Agreement as independent contractors and nothing contained in the Trust or the Plan or this Agreement shall be construed to create a partnership, joint venture, or joint-employer relationship between the parties. Nothing contained in the Plan or the Trust or this Agreement shall be construed to make the Employees of the Participating Employer Employees of CSD or the Trust. The Participating Employer shall remain the Employer of its Employees and shall be liable for all wages, salaries, employment taxes and other costs associated with such employment.

IN WITNESS WHEREOF, the Participating Employer and the Trustees have caused this Participation Agreement to be executed in their respective names by their duly authorized representatives, effective as of the date set forth herein.

PARTICIPATING EMPLOYER

By _____

Title _____

**TRUSTEES OF THE
CSD RETIREMENT PLAN TRUST**

By _____
Trustee

CSD RETIREMENT PLAN TRUST
Adopting Resolution

Hogan Preparatory Academy (the "Participating Employer"), a public school district, educational service agency, community college or charter school in the State of Missouri, hereby elects to participate in the CSD Retirement Plan Trust ("Trust") and to adopt the CSD Multiple Employer 403(b) Plan for the benefit of its eligible employees, as of the date stated in a resolution substantially in the following form adopted by its Board on November 25, 2019.

"RESOLVED,

That the Participating Employer hereby elects to become a Participating Employer in the CSD Retirement Plan Trust and to adopt the CSD Multiple Employer 403(b) Plan effective as of January 1, 2020.

FURTHER RESOLVED,

That the _____ be and is hereby authorized to execute the Participation Agreement and such other instruments as are necessary to evidence the election of this Organization to become a Participating Employer in the Trust and its adoption of the Plan, and thereby to become subject to the terms of the Trust Agreement, the Plan and the Participation Agreement, until this election is revoked pursuant to Article VI of the Trust.

IN CONSIDERATION OF One Dollar (\$1.00), receipt of which is hereby acknowledged, and the mutual covenants of the other Participating Employers to be bound by the terms of the Trust Agreement, the Plan and the Participation Agreement, the Participating Employer hereby agrees to be bound by the terms of the Trust Agreement, the Plan and the Participation Agreement.

IN WITNESS WHEREOF, the Participating Employer has caused this Adopting Resolution to be executed by its duly authorized official.

Organization Address:

(Name of Organization)

By: _____

Title: _____

"Participating Employer"

Coversheet

Teach for America

Section: III. New Business
Item: D. Teach for America
Purpose: Vote
Submitted by: Dr. Tanya Shippy
Related Material: BTAP.PSA.HoganTeach America.pdf

BACKGROUND:

Hogan has long depended on Teach For America to help supply our teaching assignments. TFA is committed to growing and strengthening teacher leaders and do a great job of providing the professional development needed to support provisionally certified teachers, who have not been traditionally trained as a teacher, to be successful. The Missouri Department of Elementary and Secondary Education requires all first and second year teachers to participate in a mentor program. It is unusual that we have 14 first and second year teachers at Hogan Elementary which means there were not enough experienced teachers at the building to mentor all the beginning teachers. The TFA Beginning Teacher Programming helps fill that gap by providing a mentor program that includes bi-weekly observation, feedback and coaching, along with monthly group meetings. This support is in addition to the support received from our UCM sponsor-paid consultants in the areas of ELA, Math, and classroom management.

RECOMMENDATION:

SchoolSmart KC has agreed to sponsor Hogan and supplement a good part of the expense for this 2-year commitment to the program. The recommendation is for the Board to approve the contract with Teach for America in the amount of \$20,000.00 with \$10,000.00 to be paid in the 2019-20 school year and \$10,000.00 to be paid in the 2020-21 school year.

EDUCATIONAL PROFESSIONAL SERVICES AGREEMENT

This educational professional services ("Agreement") is dated October 1st, 2019 and is between Teach For America, Inc. ("Teach For America"), a Connecticut non-profit and Hogan Preparatory Academy Elementary School ("School Partner") (each, a "Party/" and collectively "the Parties") for services provided during the 2019-2020 and 2020-2021 school years.

Whereas, Teach For America is a national leader in recruiting, selecting, training and providing ongoing professional development to individuals committed to closing the achievement gap by serving as effective classroom teachers specifically equipped to enhance student achievement in under-resourced school systems. Teach For America has received funding from a community organization ("SSKC") to sponsor a portion of services provided that include expertise in coaching and developing new teachers to further develop and sustain their professional practice.

WHEREAS, Hogan Preparatory Academy Elementary School Partner seeks to equip first and second year teachers, new teachers, and mentor teachers ("Teachers") with ongoing professional development and support to further develop and sustain their professional practice.

NOW THEREFORE, the Parties agree to be bound by the terms and conditions of this Agreement

I. BEGINNING TEACHER ASSISTANCE PROGRAM ("BTAP") RESPONSIBILITIES

A. Teach For America Responsibilities:

- a. Develop school level plans after face-to-face meetings between TFA and School Partner leadership, determining alliance with site-based plans
- b. Conduct whole group and individualized coaching sessions monthly
- c. Review and update as needed school level plans after face-to-face meetings between TFA and School Partner leadership for the 2020-2021 school year, determining alliance with site-based plans
- d. Conduct mentor meetings bi-monthly
- e. Collect feedback data from School Partner for program improvement
- f. Provide written summary of programmatic review, assessment, and recommendations for potential expansion
- g. Provide school-wide coaching support in the form of its Beginning Teacher Assistance Program (BTAP) to School Partner.
 - i. This coaching support shall be targeted to first and second year teachers, teachers new to a particular school site or the urban core, and mentor teachers who are working with the previous two groups.
- h. Teachers will engage regularly via whole group sessions (monthly), mentor meetings (bi-monthly), and individualized coaching sessions (monthly).
- i. BTAP's primary focus areas are aligned to DESE's BTAP requirements and will include but not be limited to: Classroom Environment

TFA MAIT0016533(CW)

1. Classroom management techniques
 2. Time, space, transitions and activities management
 3. Awareness of diverse classroom, school and community cultures
- ii. Student Engagement & Motivation
1. Effective instruction
 2. Clear learning goals and/or objectives
 3. Student voice and choice
 4. Teaching and learning activities with high student engagement
- iii. Professional Communication
1. Effective communication with students, mentors, colleagues and parents
 2. Verbal and nonverbal communication techniques
 3. Effective use of technology and social media communication
- iv. Education-Related Law
1. Certification requirements
 2. Professional rights and responsibilities
 3. Self-assessment and professional learning

B. School Partner Responsibilities:

- a. School Partner will collaborate with Teach For America to facilitate the effective execution of this coaching support and Beginning Teacher Assistance Program,

II. GENERAL PROVISIONS

- A. Fees. As a result of SSKC's sponsorship received by TFA in support of this partnership, TFA is able to offer reduced service fees to School Partner during the term of this Agreement. School Partner agrees to the following reduced annual fee for services ("Fee") set forth in this agreement and payable as follows:
 - a. 2019-2020 School Year
 - i. \$10,000.00 payable to Teach For America, Inc. from Hogan Preparatory Academy in October 2019
 - b. 2020-2021 School Year
 - i. \$10,000.00 payable to Teach For America, Inc. from Hogan Preparatory Academy in October 2020
- B. Invoice. School Partner shall be invoiced for all amounts due under this Agreement and School Partner shall make payments set forth in Section II.A no later than October 30 of each year during the term of this agreement.
- C. Term. This Agreement shall be in effect from the date of September 2019 through May 2021 (the "Term").

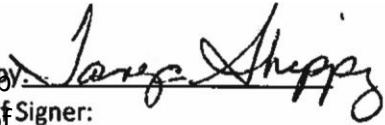
- D. Termination. This Agreement may be terminated at any time by mutual written agreement of the Parties. In the event of termination, the Parties will be entitled to all outstanding amounts due up to the date of termination. The Agreement may also be terminated by either Party in the event of a material breach of this Agreement of purpose of this Agreement by either Party, where such breach is incapable of being cured or, if capable of being cured within thirty (30) business days following receipt by the breaching Party of written notice of such breach from the non-breaching Party.
- E. Relationship of the Parties.
- a. Nothing in this Agreement shall be construed to permit Teach For America to interfere in the employment relationship between School Partner and School Partner Teachers.
 - b. Nothing in this Agreement shall be construed to imply that an employer-employee relationship exists between Teach For America and any School Partner Teachers.
 - c. Nothing in this Agreement shall be construed to make Teach For America a party to any employment agreement between the School Partner and School Partner Teachers.
- F. Mutual Indemnification/Limitation of Liability.
- (i.) To the extent permitted by applicable state laws and regulations, School Partner will indemnify and hold harmless the other Party and its officers, directors, employees and agents (the "Party Indemnitees") against any and all losses, liabilities, claims, damages, costs and expenses (including reasonable attorneys' fees) ("Losses") to which such Party Indemnitee may become subject arising out of the provision by the other Party to School Partner of services hereunder (including without limitation the coaching of Teachers), except to the extent such Losses result from the willful misconduct or gross negligence of such Party Indemnitee.
 - i. (ii.) Each Party will indemnify and hold harmless the Partner School and its officers, directors, employees and agents (the "School Indemnitees") against any and all Losses to which such School Indemnitee may become subject arising out of the provision by Teach For America to School Partner of services hereunder, except to the extent such Losses result from the willful misconduct or gross negligence of such School Indemnitee.
 - ii.(iii.) Neither Party nor any of its officers, directors, employees or agents shall be liable to School Partner for any Loss incurred by School Partner in connection with the matters to which this Agreement relates, except for a loss resulting from willful misconduct or gross negligence on the part of the other Party; provided that in no event shall the other party and its officers, directors, employees and agents have

any liability to School Partner or any such Individual School in connection with the matters to which this Agreement relates in excess of the aggregate amount of payments made to the other Parties by School Partner pursuant to this Agreement,

- G. Compliance with Anti-Harassment and Non-Discrimination Regulations. Parties believe all Teachers should be able to work in an atmosphere free from all forms of unlawful discrimination, including sexual harassment and any other form of unlawful harassment based on a characteristic or status protected by law, and as such, wishes to ensure Teachers are placed in safe, inclusive and equitable environments. To that end, School Partner will provide a copy of their internal harassment policies and/or procedures prior to signing this Agreement. School Partner acknowledges that not consistently enforcing their policies and procedures is grounds for termination of this Agreement, and that such judgment is at the sole discretion of the Parties.
- H. Confidentiality. Parties Shali hold all non-public proprietary information (the "Confidential Information"), written or oral, whether or not it is marked as confidential, that is disclosed or made available to the receiving Party, directly or indirectly, through any means of communication by the disclosing Party in confidence in accordance with the terms of this Agreement. Both Parties shall exercise at least the same degree of care as it uses with its own confidential information, but in no event less than reasonable care. The Contractor may disclose Confidential Information to 1) its representatives, but only to the extent necessary to carry out the terms of this Agreement and 2) to a third party if required to do so, and only to the extent permitted by law.
- I. Amendment/Modification. No amendment or modification of this Agreement, and no waive hereunder, will be valid or binding unless set forth in writing and signed by each Party.
- J. Counterparts. This Agreement may be executed in one or more counterparts, each of which will be deemed an original copy of this Agreement, and all of which, taken together, will be deemed in constitute one and the same agreement.
- K. Governing Law. This Agreement will be governed by, and construed and interpreted in accordance with, the laws of the State of Missouri.
- L. Severability. If any term or provision of this Agreement is determined to be illegal, unenforceable or invalid in whole or in part for any reason, that illegal, unenforceable or invalid provisions or part thereof will be stricken from this Agreement, and the provision will not affect the legality, enforceability or validity of the remainder of this Agreement.

M. Notices. Unless provided otherwise, all notices will be in writing and sent to the addresses set forth below. Notices will be delivered by personal messenger, overnight courier, registered or certified mail or (except in the case of notice of any alleged breach of this Agreement) transmitted through facsimile (provided there is confirmation of receipt of each transmission). The addresses of the Parties are as follows:

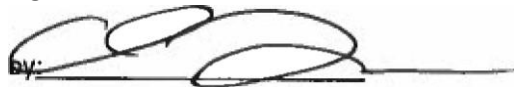
Hogan Preparatory Academy Elementary
1221 E Meyer Blvd,
Kansas City, MO 64131

Signed By: 
Name of Signer:
: Chief Operations
Officer

Position:

Teach For America Kansas City
2000 Baltimore, 3rd Floor
Kansas City, MO 64108

Signed



Name of Signer: Chris Rosson

Position: Executive Director

TFA MAIT0016533(CW)

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Coversheet

SchoolMint

Section: III. New Business
Item: E. SchoolMint
Purpose: Vote
Submitted by: Dana Cutler
Related Material: SchoolMint.pdf

BACKGROUND:

SchoolMint is an enrollment platform which will be used for new and returning students. Parents will have the ability to enroll online on computers.

RECOMMENDATION:

The recommendation is for the Board to approve the contract with SchoolMint.



Order Form for Hogan Preparatory Academy

Prepared for:

Tanya Shippy
Chief Operations Officer
Hogan Preparatory Academy

Prepared by:

Nolan Podbielski
School Partnerships
SchoolMint, Inc.

Order Form no. 1 to the MASTER SERVICE AGREEMENT

1. TERM

This Order Form ("Order Form") is entered into by **SchoolMint, Inc.** ("SchoolMint") and Hogan Preparatory Academy ("Customer") as of _____ ("Order Form") pursuant to the terms of the Master Service Agreement (the "Agreement"). The terms of the Agreement are incorporated by reference, as modified and supplemented hereby the terms of this Order Form. Except as expressly amended and supplemented hereby, the terms of the Agreement shall remain in full effect. The parties agree as follows:

This Order Form shall remain in effect until _____ ("Subscription End Date") unless earlier terminated in accordance with the Agreement.

Schools covered in this contract:

- Hogan Preparatory Academy

2. LICENSE LIMITATIONS AND FEES

a. Usage Limitations and License Fees are as follows

Type of License	Quantity
# of Students	1000
# of Sites	3

Name	Type	Price	QTY	Subtotal
New Student Registration Management	Recurring	\$1.40	1,000	\$1,400.00
Re-Enrollment Management	Recurring	\$2.10	1,000	\$2,100.00
Year Round Forms	Recurring	\$1.00	1,000	\$1,000.00
SchoolMint Set-up, Implementation, Training (Virtual)	One Time	\$766.66666667	3	\$2,300.00

Subtotal **\$6,800.00**

Total \$6,800.00

Unless listed above, no SIS integration or data mapping support is included in this contract.

Text messaging sufficient to meet the needs of most organizations is included in your package, based on your contract value. If necessary, additional text messages above that threshold can be purchased through SchoolMint Support.

By signing here, both parties agree to SchoolMint's [Master Service Agreement](#)*

[*https://www.schoolmint.com/agreements/](https://www.schoolmint.com/agreements/)

By signing this agreement you are confirming that you have been authorized to sign contracts on behalf of your organization.

Payment Terms:

Please make all checks payable to:

SchoolMint, Inc.
15495 Eagle Nest Lane, Suite 260
Miami Lakes, FL 33014

You can also make payments by Bank Transfer.

Bank Name: Webster Bank
Bank Holder: SchoolMint, Inc.
Account No.: 23135570
ABA/Routing #: 211170101
Terms: Payment term is due in net 30 days

Hogan Preparatory Academy
Name:

Signature:

Title:

Date:

SchoolMint, Inc.
Name: Elva Resillez
Signature:

Title: Director of Operations

Date:

*Annual license costs automatically renew every year unless Customer provides SchoolMint, Inc. with advance notice (60 days) prior to license original expiration date. If you cancel sixty (60) days prior to an upcoming renewal date, you will not be charged on the following renewal date and henceforth. For additional details, view our Payment Policy.



Licensee Information Sheet
(Please submit a completed copy with the Contract)

Main Contact:

Name: _____

Phone: _____

Email address: _____

Address: _____

Licensee Onboarding/Implementation Contact:

Name: _____

Phone: _____

Email address: _____

Address: _____

Invoicing Contact (Where the SchoolMint invoice/s should be sent):

Name: _____

Phone: _____

Email address: _____

Address: _____

Accounts Payable/Finance Contact:

Name: _____

Phone: _____

Email address: _____

Address: _____

Addendum: SchoolMint SIS Integration Guidelines & Policies PowerSchool

Addendum to the Master Service Agreement

Provider: SchoolMint Inc.

Customer: Hogan Preparatory Academy

Date:

SchoolMint and Customer (the "Parties") entered into the Master Services Agreement for the sale of SchoolMint product(s) and/or service(s) for Customer. The Parties now hereby agree to this Addendum to the Master Services Agreement, which specifies the commitments from SchoolMint in regards to Customer's data mapping and/or integration with Customer's student information system. All other terms and conditions of the Master Services Agreement remain unmodified.

TERMS OF INTEGRATION

Fields supported:(1) SchoolMint supports an API-based integration with PowerSchool versions 8 through 12, (2) enabling the transfer of SchoolMint data to select PowerSchool tables. Mapping to the following PowerSchool data tables and fields is included at no additional cost:

- [All of the StudentCoreFields and fields in the Student table that say `Update`](#) (note that access to PowerSource is required to view this link); and
- PS 12 Contacts Schema (if using PS 12).

In addition, SchoolMint can support data mapping to fields in Customer's PowerSchool Database Extension Table **ONLY AFTER** Customer has shared its finalized Extension Table schema with SchoolMint. SchoolMint will **NOT** be responsible for changes made to the Extension Table after this time.

Required data transformations for the above supported fields will be included at no additional cost.

Limitations: The following data fields and components cannot be supported by the sync process.

- Five attributes cannot be updated via API for existing students and must be updated directly in PowerSchool: entry date, exit date, school number, grade level, enrollment status.
- Signatures / permissions and document uploads also cannot be included in the sync.

Notes: SchoolMint will consult with each client on integration best practices. The integration will update existing students as well as create new students within the PowerSchool instance. Successful integration of SchoolMint and PowerSchool requires an API plug-in installation, which will be provided by SchoolMint. Syncing of student records to Customer’s PowerSchool instance will be triggered manually by one of Customer’s administrators.

POWERSCHOOL VERSIONS

SchoolMint’s APIs support writing back to standard tables for PowerSchool versions 8 through 11, as well as to the new PowerSchool 12 contacts schema. However, it is important to note that only one mapping per school year is included in this agreement. As such, Customer must choose **BEFORE requesting your mapping whether you want to use PowerSchool version 11 or 12 for your mapping.**

Note that if Customer requests a mapping to PowerSchool 11 and then updates to 12, PowerSchool will NOT migrate contacts from PS 11 database extensions (in other words, only PowerSchool standard fields for contacts will be migrated to 12). In that case, Customer will need to migrate those fields yourself or purchase additional mapping support from SchoolMint at the hourly consulting rate in your contract. Pushing to both versions in the same school year also risks creating duplicate contact information in PowerSchool. For these reasons and to ensure the integrity of Customer’s data, we ask that Customer commit to a single version of PowerSchool for this school year 2020 - 2021.

SIGNATURES

Hogan Preparatory Academy	SchoolMint Inc.
Print Name: Tanya Shippy	Print Name: Bryan MacDonald
Title: Chief Operations Officer	Title: CEO
Date:	Date:

For the 2020-21 school year, SchoolMint will complete a mapping ONLY to the PowerSchool contact schema / version specific by Customer here:

Initials:

1 Specific fields supported may change as PowerSchool makes revisions and/or SchoolMint integration evolves.

2 See below for more details on PowerSchool versions 11 vs 12.

Coversheet

Strategic Plan Update

Section: V. Superintendent's Report
Item: A. Strategic Plan Update
Purpose: Discuss
Submitted by:
Related Material: October Strategic Plan Board Presentation (2).pptx

BACKGROUND:

The purpose of this item is to review: Strategic Plan of Improvement Discussion Goals: 1. Share and solicit feedback for the new vision and mission statement. 2. Identify and explain the ultimate purpose for the strategic plan. 3. Review the core values in the plan. 4. Review the five pillars of improvement.

RECOMMENDATION:

This is an information only item and no action is required by the Board.



DISTRICT

Plan for Improvement

October 28th Board Meeting

Objectives for Today's Presentation

Will the Board Approve the Strategic Plan for Improvement? (November)

1. Share and solicit feedback for the new vision and mission statement.
2. Identify and explain the ultimate purpose for the strategic plan.
3. Review the core values in the plan.
4. Review the five pillars of





DISTRICT

Vision (Draft)

- All are inspired to lead and succeed

Mission (Draft)

- Hogan Preparatory Academy is an exceptional charter school district where students become compassionate leaders who are college and career ready with a competitive advantage

What is the purpose of our new Vision and Mission?



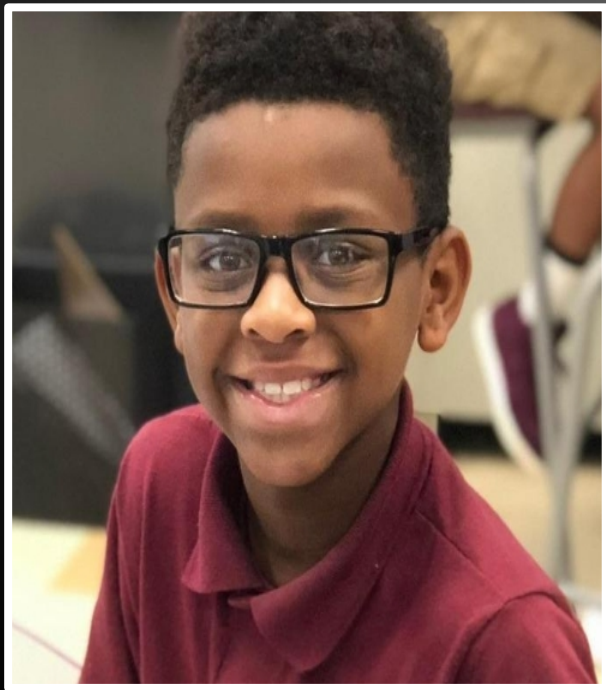
To graduate Hogan Prep students who are college and career ready with a **competitive advantage.**

Competitive Advantage

- **Market Value Assets**
 - Meaningful Work Experiences
 - College Credits
 - Industry Recognized Credentials
 - Entrepreneurial Experiences



What does that mean for our students?



Competitive Advantage

- Each student has the necessary academic skills
- Each student has the necessary social emotional skills
- Each student is on-track and on-time

How are we going to do this?

3rd Grade

A²BC
Literacy Scores

- Attendance
- Achievement Data
- Behavior
- STAR Reading Scores

5th Grade

A²BC
Literacy Scores

- Attendance
- Achievement Data
- Behavior
- STAR Reading Scores

8th Grade

A²BC
Career Exposure

- Attendance
- Achievement Data
- Behavior
- Courses Passed

9th Grade

A²BC
Individual Plans
of Study

- Attendance
- Achievement Data
- Behavior
- Courses Passed
- Student College & Career Profiles

How are we going to do this from a Career Ready Lens?



**Elementary:
Awareness
Level**



**Middle
School:
Exploration**



**High School:
Preparation**





Preparing for Real World Learning

- Elementary School – Career Awareness

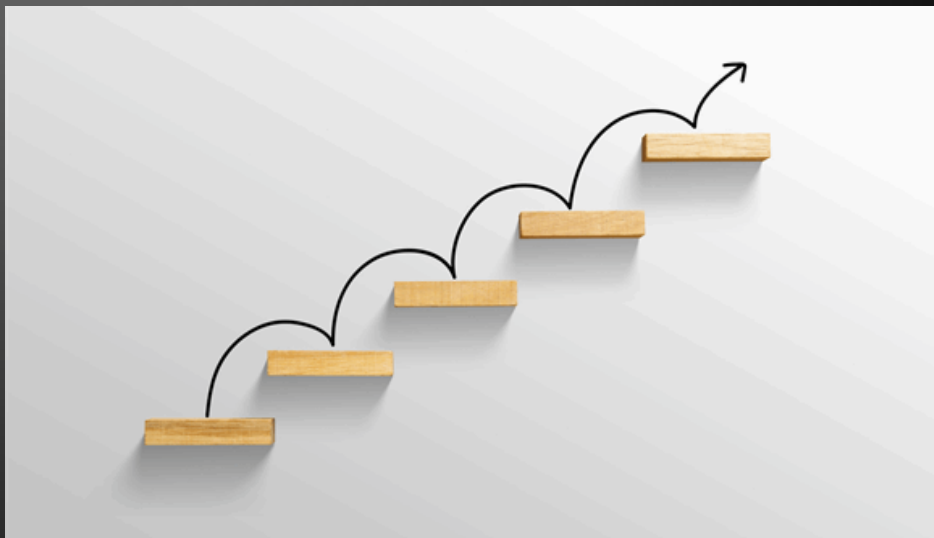
- Guest Speakers
- Career Fairs
- Career Exploration Field Trips

- Middle School – Career Exploration

- Job Shadowing Experiences
- Mock Interviews
- Career Jumping Experiences

- High School – Career Preparation

- Internships
- College Hours
- Real World Learning Projects



Multiple pathways are necessary

- Only half of all jobs requiring a postsecondary credential require a four-year degree.
- 44% of the workforce does not have a postsecondary credential of any kind.
- The majority of high school graduates in Kansas and Missouri do not complete at least one year of college.



Degree options, non-degree credentials, licenses, and guidance should be available for **all students**.

Objectives for Today's Presentation

Will the Board Approve the Strategic Plan for Improvement?
(November)

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2. Identify and explain the ultimate purpose for the strategic plan.
3. Review the core values in the plan.
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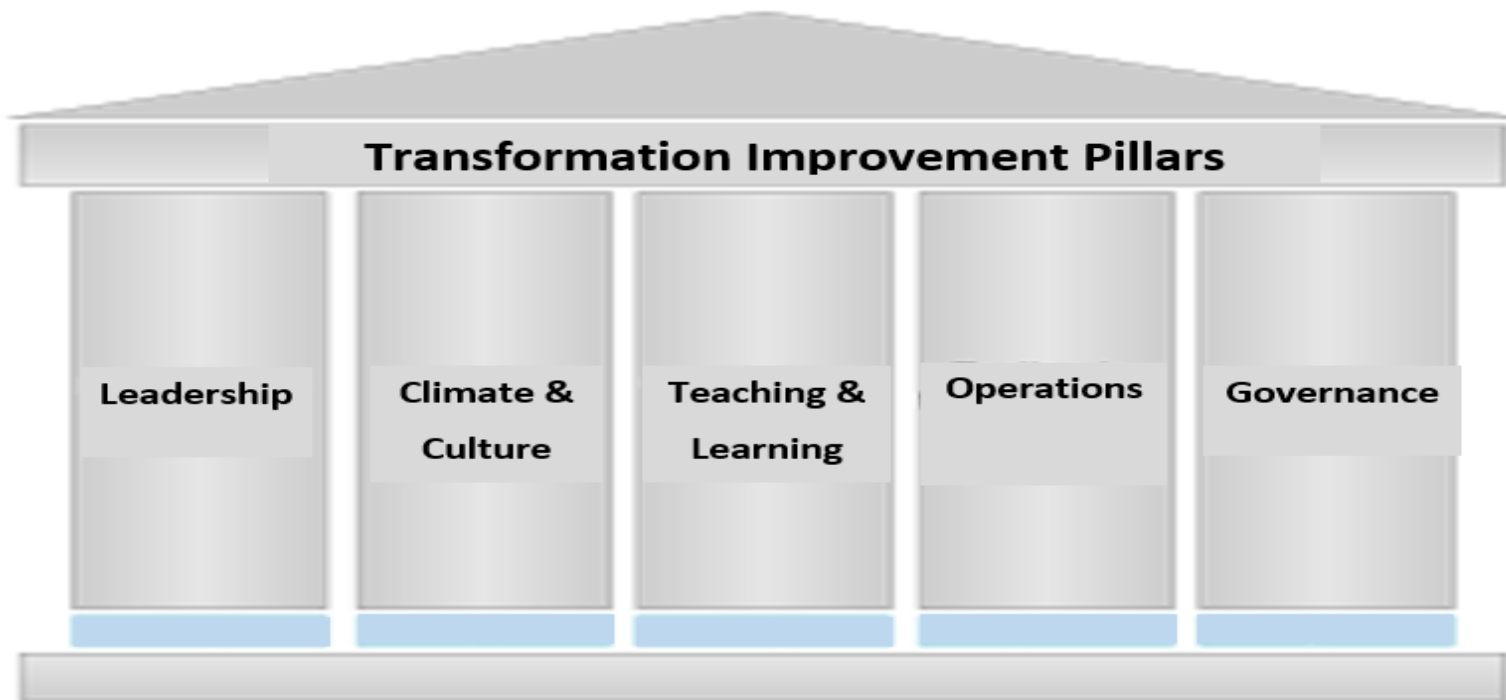
Our Values



- **Student Centered** - Students are the focus of all our work.
- **Sense of Urgency** - The time to act is now.
- **High Expectations** - Excellence is expected from everyone every day.
- **Collective Responsibility** - Together we are better and accountable to each other.
- **Results Driven** - Meaningful results must be achieved.
- **Relationships** - Quality relationships with all stakeholders is a necessity.

Transformation Improvement Pillars

- The plan to transform the HPA school district will be built on the following pillars.



Improvement Pillars	Desired Outcome
Leadership	All leaders will have clear targets , strategic actions, and progress monitoring mechanisms that work in concert towards the district's common goal and on-track measures.
Climate & Culture	There will be an educational environment where expectations are high and student centered. And relationships between students, staff, families, and the community will promote high levels of engagement and productive interactions.
Teaching and Learning	Rigorous, relevant, and engaging instruction is consistently implemented and success is increased for all students.
Operations	All operational departments work efficiently and effectively to meet identified standards which support the academic achievement of the district

Summary

What - Graduate each student with a competitive edge

Why - Success in college, career, and life

How - Core Values, Transformational Improvement Pillars,
and Real World Learning Experiences

Questions or Feedback



- What do like about our plan?



- What is missing in our plan?

Objectives for Today's Presentation

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Coversheet

School Smart Kansas City Grant Update

Section: V. Superintendent's Report
Item: B. School Smart Kansas City Grant Update
Purpose: FYI
Submitted by: Dr. Jayson Strickland

BACKGROUND:

To provide the Board with the update for the School Smart Kansas City Grant.

RECOMMENDATION:

There are not any recommendations at this time.

Coversheet

Update of September 2019 Financials

Section: VI. Finance
Item: A. Update of September 2019 Financials
Purpose: FYI
Submitted by: Paul Greenwood
Related Material: HP - Monthly Presentation - September 2019.pdf

BACKGROUND:

Paul Greenwood with EdOps provides monthly financial reports for review.

RECOMMENDATION:

There is not any action required by the Board of Directors. This report is to provide information regarding the state of our finances on a monthly basis.



September 2019 Financials

PREPARED **OCTOBER 2019** BY

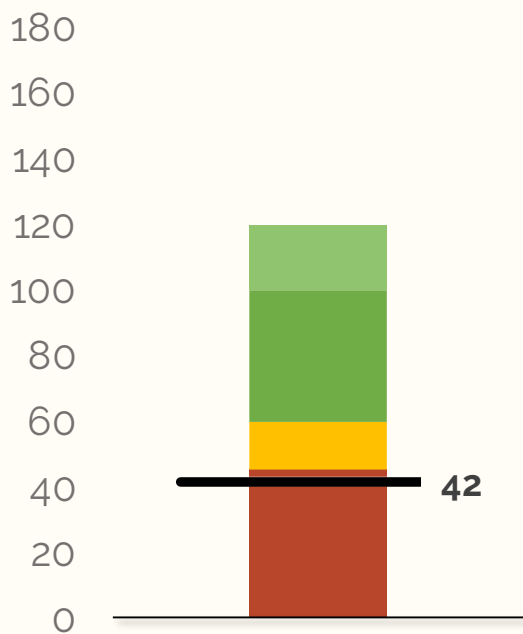


- **Key Performance Indicators**
- **Forecast Overview**
- **Cash Forecast**
- **Forecast History**
- **Key Forecast Changes This Month**
- **Notable Forecast Variances**
- **Appendix: Financials**

Key Performance Indicators

Days of Cash

Cash balance at year-end divided by average daily expenses

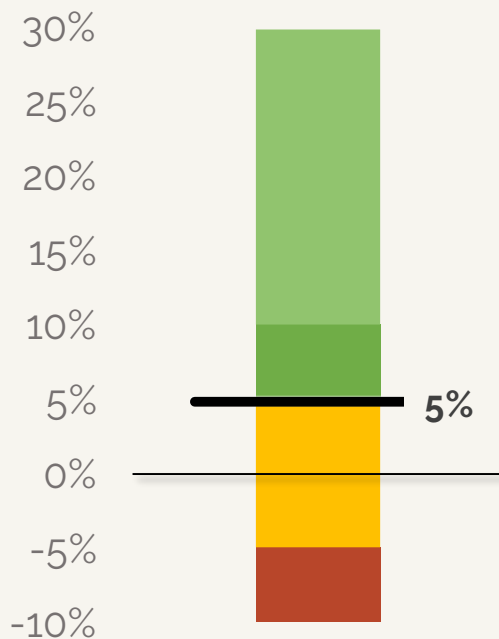


42 DAYS OF CASH AT YEAR'S END

The school will end the year with 42 days of cash. This is below the recommended 60 days, and 9 more day(s) than last month

Gross Margin

Revenue less expenses, divided by revenue



5% GROSS MARGIN

The forecasted net income is \$653k, which is \$460k above the budget. It yields a 5% gross margin.

Forecast Overview

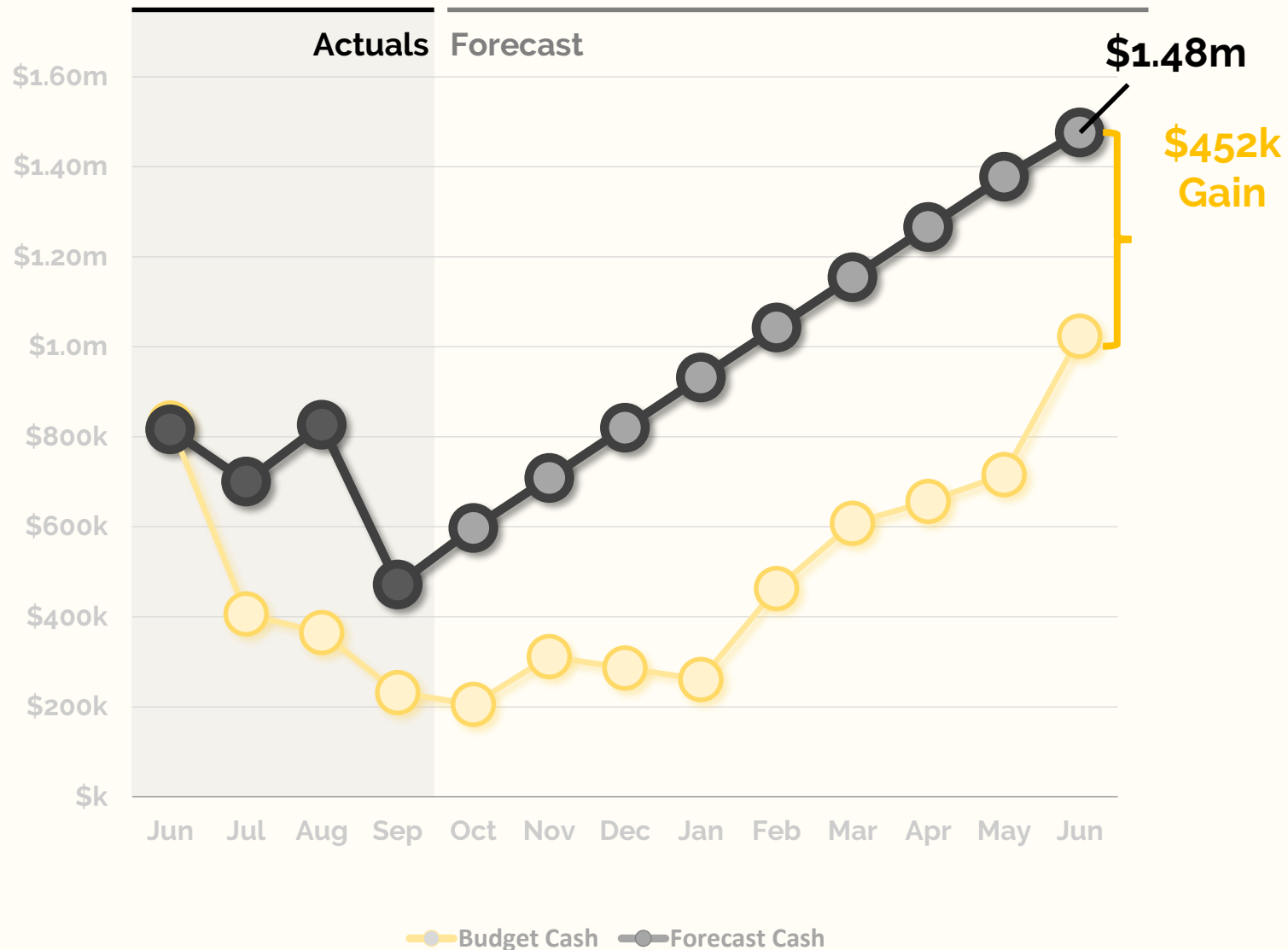
	Forecast	Budget	Variance	Variance Graphic	Comments
Revenue	\$13m	\$13m	\$746k		This is due to the SSKC Grant, and state revenue being higher than budget due to current enrollment trend.
Expenses	\$13m	\$12m	-\$286k		Occupancy Services had increases with the new ES building to match/project more accurately. Also includes construction for the ES building
Net Income	\$653k	\$193k	\$460k		
Cash Flow Adjustments	\$7k	0	\$7k		
Change in Cash	\$659k	\$193k	\$466k		

Cash Flow Forecast

42 Days of Cash at year's end

We forecast the school's year ending cash balance as **\$1.48m**, **\$452k** above budget.

The school's projected revenue, which is still somewhat conservative, is largely responsible for this positive variance in ending cash. We anticipate that the cash projection will come down a bit once the SSKC grant costs are finalized. Currently, the forecast only attributes for about 1/2 of the associated revenue.



	<i>Actual</i>	<i>Budget</i>	<i>Variance</i>	<i>Forecast</i>	<i>Budget</i>	<i>Variance</i>	<i>Remaining</i>
Revenue							
Local Revenue	388,022	298,764	89,258	1,678,545	1,405,056	273,490	1,290,524
State Revenue	2,542,900	2,031,060	511,840	9,569,182	9,147,012	422,169	7,026,282
Federal Revenue	11,375	191,016	(179,641)	2,172,683	2,122,385	50,298	2,161,308
Total Revenue	2,942,297	2,520,840	421,457	13,420,410	12,674,453	745,957 ①	10,478,113
Expenses							
Salaries	1,481,732	1,516,566	34,834	6,057,340	6,066,264	8,924	4,575,608
Benefits and Taxes	346,395	367,150	20,755	1,473,256	1,468,601	(4,655)	1,126,861
Staff-Related Costs	16,426	29,262	12,837	131,840	117,048	(14,792)	115,414
Rent	3,000	3,000	-	12,000	12,000	-	9,000
Occupancy Service	294,827	254,426	(40,401)	1,108,884	1,017,703	(91,181)	814,057
Student Expense, Direct	222,452	274,232	51,780	1,039,017	1,096,930	57,913	816,564
Student Expense, Indirect	78,269	198,137	119,867	799,421	792,546	(6,875)	721,151
Office & Business Expense	340,806	148,207	(192,598)	679,230	592,829	(86,401)	338,425
Transportation	93,543	220,468	126,925	881,872	881,872	0	788,330
Total Ordinary Expenses	2,877,448	3,011,448	134,000	12,182,860	12,045,794	(137,066)	9,305,411
Net Operating Income	64,849	(490,608)	555,457	1,237,551	628,660	608,891	1,172,702
Extraordinary Expenses							
Interest	353,581	108,929	(244,652)	584,958	435,715	(149,243)	231,378
Total Extraordinary Expenses	353,581	108,929	(244,652)	584,958	435,715	(149,243)	231,378
Total Expenses	3,231,029	3,120,377	(110,652)	12,767,818	12,481,509	(286,309) ②	9,536,789
Net Income	(288,732)	(599,537)	310,805	652,592	192,944	459,648 ③	941,324
Cash Flow Adjustments	(56,082)	-	(56,082)	6,784	-	6,784	62,866
Change in Cash	(344,814)	(599,537)	254,723	659,376	192,944	466,432 ⑤	1,004,191

① **REVENUE: \$746K AHEAD**
 SSKC Grant, Kauffman Grant, Basic Formula increase, and FER

② **EXPENSES: \$286K BEHIND**
 Janitorial contract increased for ES bldg. Electricity is more than projected at the ES. Construction for the ES. Moved copiers from building level expenses to business office expenses.

③ **NET INCOME: \$460K ahead**

⑤ **NET CHANGE IN CASH: \$466K AHEAD**

	<i>Previous Year End</i>	<i>Current</i>
	<i>6/30/2019</i>	<i>9/30/2019</i>
Assets		
Current Assets		
Cash	816,694	471,775
Intercompany Transfers	0	0
Other Current Assets	41	41
Total Current Assets	816,734	471,815
Total Assets	816,734	471,815
Liabilities and Equity		
Liabilities		
Current Liabilities		
Other Current Liabilities	-19,734	-75,157
Accounts Payable	-162	-822
Total Current Liabilities	-19,896	-75,978
Total Long-Term Liabilities	0	0
Total Liabilities	-19,896	-75,978
Equity		
Unrestricted Net Assets	836,630	836,630
Net Income	0	-288,837
Total Equity	836,630	547,793

Coversheet

Approval of Check Register

Section: VI. Finance
Item: B. Approval of Check Register
Purpose: Vote
Submitted by: Jamie Berry
Related Material: 2019 09 Hogan Check Register.pdf

BACKGROUND:

Paul Greenwood with EdOps provides financial updates including the check register for the Board to review and approve.

RECOMMENDATION:

The recommendation is for the Board to approve the September check register.

Hogan Preparatory Academy
10/08/2019 1:18 PM

Check Register by Checking Account
Posted; Journal Code CD; Processing Month 09/2019

Page: 1
User ID: NULLT

Checking Account ID: 1

Check Type: Automatic Payment

Check Number	Check Date	Cleared	Void	Void Date	Entity ID	Entity Name	Amount
1	09/16/2019	X			VISACARDSE	VISA CARDSERVICES	2,615.05
12211936	09/25/2019	X			AMAZON	AMAZON/SYNCHRONY BANK	1,521.57
12211938	09/11/2019	X			HOMEDEPOTC	HOME DEPOT CREDIT SERVICES	707.08
12211940	09/30/2019	X			KCWATERSER	KANSAS CITY WATER SERVICES	7,484.77
12211941	09/30/2019	X			MUTUALOFOM	MUTUAL OF OMAHA	3,825.04
Check Type Total:					Automatic Payment	Void Total:	0.00
						Total without Voids:	16,153.51

Checking Account ID: 1

Check Type: Check

Check Number	Check Date	Cleared	Void	Void Date	Entity ID	Entity Name	Amount
31864	09/09/2019	X			DAVISJONES	DAVIS & JONES, LLC	1,250.00
31865	09/13/2019	X			JONES9	MARKELL JONES	2,025.00
31868	09/16/2019	X			BROILS1	RICARDO BROILS	1,462.50
31869	09/16/2019	X			CURNS	AKEEM CURNS	1,462.50
31870	09/16/2019	X			MCKINZY1	DIMONIC MCKINZY	1,012.50
31871	09/16/2019	X			SPRESSER	COLTON SPRESSER	1,012.50
31872	09/18/2019				FULLER1	Jessica Hood, as Conservator of the Estate of Eric Hood, a Minor	7,900.00
31873	09/18/2019				FULLER	Virnisha Fuller, as Conservator of the Estate of Neiko Gardner, a Minor	5,175.76
31874	09/23/2019				ROCHJOA	JOANNA ROCHE	700.00
31875	09/26/2019				METROPOLIT	METROPOLITAN COMMUNITY COLLEGES	500.00
31876	09/26/2019	X			SAMSClub	SAM'S CLUB	352.22
31877	09/26/2019				SOUTHWESTE	SOUTHWESTERN COMMUNITY COLLEGE	500.00
73290748	09/16/2019	X			ATT	AT&T	199.64
73290749	09/16/2019	X			ATT	AT&T	371.27
73318755	09/18/2019	X			LLOYD1	WARREN LLOYD	1,050.00
73318756	09/18/2019	X			HARTFORD1	THE HARTFORD	2,674.00
73318757	09/18/2019	X			LLOYD1	WARREN LLOYD	280.00
73318758	09/18/2019	X			KCWATERSER	KANSAS CITY WATER SERVICES	1,044.48
73318759	09/18/2019	X			KCWATERSER	KANSAS CITY WATER SERVICES	45.76
73318760	09/18/2019	X			KCPL	KANSAS CITY POWER & LIGHT	4,342.85
73318761	09/18/2019	X			LLOYD1	WARREN LLOYD	280.00
73319070	09/18/2019	X			ATT	AT&T	188.72
73319071	09/18/2019	X			DEFFEN	WASTE MANAGEMENT	488.21
73319072	09/18/2019	X			DEFFEN	WASTE MANAGEMENT	366.16
73319073	09/18/2019	X			DEFFEN	WASTE MANAGEMENT	226.67
73319074	09/18/2019	X			DEFFEN	WASTE MANAGEMENT	19.94
73319254	09/18/2019	X			CENTERPOI3	CENTERPOINT ENERGY SERVICES, INC	416.47
73319255	09/18/2019	X			WILLIAMS7	ANDRE WILLIAMS	490.00
73319508	09/18/2019	X			GREENM	MICHAEL GREEN	717.50
73319509	09/18/2019	X			WILLIAMSJ	JUDY WILLIAMS	1,382.50
73319510	09/18/2019	X			GALLOVA	DENISA GALLOVA	1,382.50
73319511	09/18/2019	X			WOODSL	LATOSHA WOODS	1,520.00
73319512	09/18/2019	X			WATSONW	WILLIE WATSON	1,942.50
73336862	09/19/2019	X			FOULSTONSI	FOULSTON SIEFKIN	6,051.65
73337557	09/19/2019	X			HAWKINS1	ADDIE HAWKINS	2,800.00
73351042	09/23/2019	X			HARTFORD1	THE HARTFORD	38,363.43
73351043	09/23/2019	X			GASTINGERA	GASTINGER AND WALKER ARCHITECTS, INC	2,669.48
73351044	09/23/2019	X			TURNERCONS	TURNER CONSTRUCTION	250,130.38
73365837	09/30/2019	X			LLOYDSABC	ALL BEVERAGE CONTROL, INC.	345.00
73369315	10/02/2019	X			BARTSELECT	BART'S ELECTRIC COMPANY, INC	271.20
73369316	10/02/2019	X			SIMPSONLAW	SIMPSON LAWN AND LANDSCAPING	7,000.00
73369317	10/02/2019	X			UNIFIRSTCO	UNIFIRST CORPORATION	35.00
73369318	10/02/2019	X			KCPL	KANSAS CITY POWER & LIGHT	169.94
73369319	10/02/2019	X			UNIFIRSTCO	UNIFIRST CORPORATION	40.60
73369320	10/02/2019	X			AFLAC	AFLAC	344.19
73369321	10/02/2019	X			KCPL	KANSAS CITY POWER & LIGHT	6,576.90
73369322	10/02/2019	X			FOULSTONSI	FOULSTON SIEFKIN	613.03
73369323	10/02/2019	X			UNIFIRSTCO	UNIFIRST CORPORATION	35.00

Hogan Preparatory Academy
10/08/2019 1:18 PM**Check Register by Checking Account**
Posted; Journal Code CD; Processing Month 09/2019Page: 2
User ID: NULLT**Checking Account ID: 1****Check Type: Check**

Check Number	Check Date	Cleared	Void	Void Date	Entity ID	Entity Name	Amount
73369324	10/02/2019	X			NCSPEA	NCS PEARSON INC	90.00
73369325	10/02/2019	X			KENNYPRODU	KENNY PRODUCTS	180.00
73369326	10/02/2019	X			PEOPLEREAD	PEOPLEREADY INC	733.32
73369327	10/02/2019	X			PEOPLEREAD	PEOPLEREADY INC	886.55
73369328	10/02/2019	X			PEOPLEREAD	PEOPLEREADY INC	240.80
73369329	10/02/2019	X			UNIVERSIT1	UNIVERSITY CAREER CENTER	175.00
73369330	10/02/2019	X			UNIFIRSTCO	UNIFIRST CORPORATION	35.00
73369331	10/02/2019	X			UNIVACAD	UNIVERSITY ACADEMY	300.00
73369332	10/02/2019	X			KCMO	CITY OF KANSAS CITY MO	125.00
73369333	10/02/2019	X			KCMO	CITY OF KANSAS CITY MO	375.00
73369334	10/02/2019	X			KCMO	CITY OF KANSAS CITY MO	250.00
73369335	10/02/2019	X			KCMO	CITY OF KANSAS CITY MO	250.00
73369336	10/02/2019	X			PEOPLEREAD	PEOPLEREADY INC	985.05
73369337	10/02/2019	X			PEOPLEREAD	PEOPLEREADY INC	2,396.96
73369338	10/02/2019	X			BIGDUDESMU	BIG DUDE'S MUSIC CITY	13.55
73369339	10/02/2019	X			EDUCATIONA	EDUCATIONAL DESIGN SOLUTIONS LLC	8,950.00
73369340	10/02/2019	X			BIGDUDESMU	BIG DUDE'S MUSIC CITY	13.55
73369341	10/02/2019	X			K12PERFORM		8,000.00
73369342	10/02/2019	X			MOASPA	MISSOURI ASSOCIATION OF SCHOOL PERSONNEL ADMINISTRATORS	300.00
73369343	10/02/2019	X			UNIFIRSTCO	UNIFIRST CORPORATION	40.00
73369344	10/02/2019	X			UNIFIRSTCO	UNIFIRST CORPORATION	40.00
73369345	10/02/2019	X			UNIFIRSTCO	UNIFIRST CORPORATION	40.00
73369346	10/02/2019	X			UNIFIRSTCO	UNIFIRST CORPORATION	40.62
73369347	10/02/2019	X			UNIFIRSTCO	UNIFIRST CORPORATION	40.00
73369348	10/02/2019	X			UNIFIRSTCO	UNIFIRST CORPORATION	40.00
73369349	10/02/2019	X			UNIFIRSTCO	UNIFIRST CORPORATION	40.00
73369350	10/02/2019	X			OFFICEPROD	K&M OFFICE PRODUCTS INC	2,140.00
73369351	10/02/2019	X			OFFICEPROD	K&M OFFICE PRODUCTS INC	3,517.21
73369352	10/02/2019	X			THRESHOLD	THRESHOLD MANAGEMENT SOLUTIONS	270.00
73369353	10/02/2019	X			STRICKLAN1	JAYSON STRICKLAND	68.16
73369542	10/02/2019	X			ATT	AT&T	327.16
73369543	10/02/2019	X			HRDIRECT	HR DIRECT	79.99
73369544	10/02/2019	X			HRDIRECT	HR DIRECT	79.99
73369545	10/02/2019	X			HRDIRECT	HR DIRECT	79.99
73369546	10/02/2019	X			HRDIRECT	HR DIRECT	79.99
73369547	10/02/2019	X			PIONEERPAI	PIONEER MANUFACTURING COMPANY	230.00
73369548	10/02/2019	X			ATT	AT&T	421.44
73369549	10/02/2019	X			ATT	AT&T	158.48
73369550	10/02/2019	X			PITNEYBOWE	PITNEY BOWES GLOBAL FINANCIAL SERVICES	181.59
73369551	10/02/2019	X			BLICKARTMA	BLICK ART MATERIALS LLC	59.47
73369552	10/02/2019	X			BLICKARTMA	BLICK ART MATERIALS LLC	434.93
73369553	10/02/2019	X			STAPLESADV	STAPLES ADVANTAGE	428.73
73369554	10/02/2019	X			SMITHE	SMITHEREEN PEST MANAGEMENT SERVICES	93.00
73369555	10/02/2019	X			SMITHE	SMITHEREEN PEST MANAGEMENT SERVICES	105.00
73369556	10/02/2019	X			SMITHE	SMITHEREEN PEST MANAGEMENT SERVICES	116.00
73369557	10/02/2019	X			SMITHE	SMITHEREEN PEST MANAGEMENT SERVICES	125.00
73369558	10/02/2019	X			DEFFEN	WASTE MANAGEMENT	583.24
73369559	10/02/2019	X			GOPHER	GOPHER SPORTS	485.31
73369560	10/02/2019	X			TOSHIBA	TOSHIBA BUSINESS SOLUTIONS	550.00
73369561	10/02/2019	X			POWERS	POWERSCHOOL GROUP LLC	6,934.50
73369562	10/02/2019	X			PITNEYBOWE	PITNEY BOWES GLOBAL FINANCIAL SERVICES	179.64
73369563	10/02/2019	X			POWERS	POWERSCHOOL GROUP LLC	11,010.60
73369564	10/02/2019	X			TOSHIBA	TOSHIBA BUSINESS SOLUTIONS	826.30
73369565	10/02/2019	X			SCHOLASTI2	SCHOLASTIC BOOK FAIRS - 8	1,601.96
73369726	10/02/2019	X			ICEMASTERS	ICE MASTERS	99.00
73369727	10/02/2019	X			IPFSCORPOR	IPFS CORPORATION	3,582.91

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73369728	10/02/2019	X			JOHNSONG	GENEE JOHNSON	55.00
73369729	10/02/2019	X			K12ITC	K12ITC, INC.	18,823.97
73369730	10/02/2019	X			KANSASCIT1	KANSAS CITY TRANSPORTATION GROUP	399.00
73369731	10/02/2019	X			KCPRINTSHO	PEDRO CHUCOY	163.00
73369732	10/02/2019	X			KONELEVATO	KONE, INC	1,170.09
73369733	10/02/2019	X			LARGE	STACEY LARGE	100.00
73369734	10/02/2019	X			LEGALSHIEL	LEGAL SHIELD	33.90
73369735	10/02/2019	X			BCBS	BLUE CROSS BLUE SHIELD OF KANSAS CITY	55,183.16
73369736	10/02/2019	X			DELTADENTA	DELTA DENTAL OF MO LOCKBOX	3,176.91
73369737	10/02/2019	X			DELTAVISIO	DELTA VISION	725.54
73369738	10/02/2019	X			DREAMBOXLE	DREAMBOX LEARNING, INC	8,200.00
73369739	10/02/2019	X			NUESYNERGY	NUESYNERGY, INC	125.00
73369740	10/02/2019	X			OFFICEESSE	OFFICE ESSENTIALS INC	1,105.28
73369741	10/02/2019	X			PROTEC	PROTECTION ONE ALARM MONITORING, INC	2,057.91
73369742	10/02/2019	X			PURCHASEPO	PURCHASE POWER	323.38
73369743	10/02/2019	X			ROGERSATHL	ROGERS ATHLETIC COMPANY	180.00
73369744	10/02/2019	X			THERAFITLL	THERA FIT, LLC	1,950.00
73369745	10/02/2019	X			TIMECLOCKP	DATA MANAGEMENT INC. - TIMECLOCK PLUS	1,870.30
73369746	10/02/2019	X			TOSHIBAFIN	TOSHIBA FINANCIAL SERVICES	6,282.20
73369747	10/02/2019	X			USATESTPRE	USATESTPREP, INC.	3,680.00
73369748	10/02/2019	X			WATERLOGIC	WATERLOGIC USA INC	1,549.84
73369749	10/02/2019	X			WESTINTERA	WEST INTERACTIVE SERVICES CORPORATION	3,031.88
73369750	10/02/2019	X			MCGRAWHI2	MCGRAW-HILL COMPANY	4,812.50
73369751	10/02/2019	X			NEENANCOMP	NEENAN COMPANY, INC	16.87
73369752	10/02/2019	X			GUARDIAN	GUARDIAN	1,108.92
73369753	10/02/2019	X			SOLAROCEAN	SOLAR OCEAN 2, LLC	424.48
73369754	10/02/2019	X			P1GROUPINC	P1 GROUP, INC.	5,037.04
73369755	10/02/2019	X			GRAHAM	ROCHELLE GRAHAM	3,420.00
73369756	10/02/2019	X			LIDDLE	LIDDLES SPORT SHOP	4,973.00
73369757	10/02/2019	X			MCCAULEY	KELCEY MCCAULEY	619.67
73369758	10/02/2019	X			PDQLAWN	dba PDQ LAWN SERVICE	871.00
73369759	10/02/2019	X			UNIFIRSTCO	UNIFIRST CORPORATION	140.00
73369760	10/02/2019	X			PARALLELEM	PARALLEL EMPLOYMENT GROUP, INC.	12,218.49
73369947	10/02/2019	X			SHIPPY1	TANYA SHIPPY	41.75
73369948	10/02/2019	X			REDDIROOTE	REDDI SERVICES, INC.	231.00
73369949	10/02/2019	X			4TTOTALLAW	4T TOTAL LAWN, INC.	490.00
73369950	10/02/2019	X			GREENM	MICHAEL GREEN	560.00
73369951	10/02/2019	X			PAYPOOL	PAYPOOL LLC	639.25
73369952	10/02/2019	X			WILLIAMSJ	JUDY WILLIAMS	840.00
73369953	10/02/2019	X			NEWHORIZON	NEW HORIZON ENTERPRISES	1,115.50
73369954	10/02/2019	X			HAWKINS1	ADDIE HAWKINS	2,400.00
73369955	10/02/2019	X			JAMESWTIPP	JAMES W. TIPPIN & ASSOCIATES	2,500.00
73369956	10/02/2019	X			EDOPS	ED OPS	13,000.00
73369957	10/02/2019	X			AGTACSERVI	AGTAC SERVICES, LLC	22,516.00
73369958	10/02/2019	X			APPLEBUSCO	APPLE BUS COMPANY	63,829.72
73369959	10/02/2019	X			JONESD	DREW JONES	239.07
73369960	10/02/2019	X			TVSLLC	TVS, LLC	2,920.00
73369961	10/02/2019	X			IRONMO	IRON MOUNTAIN	184.23
73369962	10/02/2019	X			AMERICANFO	AMERICAN FOOD & VENDING SERVICE OF MISSOURI, INC	35,519.50
73369963	10/02/2019	X			AMERICANDI	AMERICAN DINING CREATION/KC COMMISSARY	29,226.80
73369964	10/02/2019	X			WINPROSOLU	WIN PRO SOLUTIONS	2,386.52
73371614	10/03/2019	X			LLOYD1	WARREN LLOYD	840.00
73371615	10/03/2019	X			JAMES	DARRELL JAMES	455.00
73372408	10/03/2019	X			GALLOVA	DENISA GALLOVA	280.00
73372409	10/03/2019	X			GREENM	MICHAEL GREEN	420.00
73372410	10/03/2019	X			WATSONW	WILLIE WATSON	455.00

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