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**

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

### 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**

| | |
|---|---|
| Lynne Beaver | Aye |
| Alexis Petri | Aye |
| Kirra Jones | Absent |
| Matt Samson | Aye |
| Robin Carlson | Abstain |
| 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**

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

### 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**

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

### 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**

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

## 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**

| | |
|---|---|
| David Collier | Aye |
| Alexis Petri | Aye |
| Robin Carlson | Aye |
| Matt Samson | Aye |
| Lynne Beaver | Absent |
| 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.