

APPROVED



## Hogan Preparatory Academy

### Minutes

#### Hogan Preparatory Academy

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

Monday November 22, 2021 at 5:30 PM

##### **Location**

Notice is hereby given that the Hogan Preparatory Academy Board will conduct a Board Meeting at 5:30 PM on Monday, November 22, 2021 at Hogan Preparatory Academy District Office, at 6409 Agnes Avenue. Due to COVID-19 safety protocols, the meeting can be attended remotely by the Zoom link or the conference call telephone number below:

Join Zoom Meeting

<https://us02web.zoom.us/j/89695088335?pwd=ZXMyd3pmWDNLM0Q0OFZyQjhNTzISQT09>

Meeting ID: 896 9508 8335

Passcode: NC3q0e

One tap mobile

+19292056099,,89695088335#,,,,\*717243# US (New York)

+13017158592,,89695088335#,,,,\*717243# US (Washington DC)

Dial by your location

+1 312 626 6799 US (Chicago)

Meeting ID: 896 9508 8335

Passcode: 717243

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##### **Directors Present**

Albert Ray (remote), Danielle Binion (remote), David Collier (remote), Lynne Beaver (remote), Mary Viveros (remote), Matt Samson (remote), Robin Carlson (remote)

##### **Directors Absent**

*None*

##### **Guests Present**

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Annelise Thurber (remote), Dana Cutler (remote), Derek Gikin (remote), Jamie Berry (remote), Janice Thomas (remote), Jayson Strickland (remote), Jazmine Salach (remote), Tamara Burns (remote), Tanya Shippy (remote)

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## **I. Opening Items**

### **A. Call the Meeting to Order**

Mary Viveros called a meeting of the board of directors of Hogan Preparatory Academy to order on Monday Nov 22, 2021 at 5:30 PM.

### **B. Record Attendance and Guests**

### **C. Adoption of Agenda**

Albert Ray made a motion to Adopt agenda.  
Lynne Beaver seconded the motion.  
The board **VOTED** to approve the motion.

#### **Roll Call**

Robin Carlson Aye  
Albert Ray Aye  
Danielle Binion Aye  
Mary Viveros Aye  
David Collier Aye  
Lynne Beaver Aye  
Matt Samson Aye

### **D. Comments from Public**

### **E. Comments from the Board President**

- Thanks to BOD members:
  - Albert Ray: Connection to community colleges and engineering pathways
  - Danielle Binion: Connection to Harriet Stowe
- Thank you to staff for all the work that is being done.

### **F. Comments from the Superintendent**

- Dr. Burns documents highlighting needs of staff and responses
- Superintendent Student Advisory Board; one per building; meetings to take place in December
- Enrollment/recruitment season in progress; re-enrollment started
- Data meetings with principals
- Thanks to staff and BOD!

## II. Consent Agenda

### A. Approval of October 25, 2021 Minutes

Matt Samson made a motion to approve the minutes from Hogan Preparatory Academy on 10-25-21.

Lynne Beaver seconded the motion.

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

#### Roll Call

Lynne Beaver Aye

David Collier Aye

Danielle Binion Aye

Mary Viveros Aye

Matt Samson Aye

Albert Ray Aye

Robin Carlson Aye

### B. Approval of Closed Session Minutes

Matt Samson made a motion to Approve closed session minutes.

Lynne Beaver seconded the motion.

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

#### Roll Call

Mary Viveros Aye

Albert Ray Aye

Matt Samson Aye

David Collier Aye

Robin Carlson Aye

Danielle Binion Aye

Lynne Beaver Aye

### C. HPA HR Report

Matt Samson made a motion to Approve HR report.

Lynne Beaver seconded the motion.

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

#### Roll Call

Lynne Beaver Aye

Matt Samson Aye

Albert Ray Aye

Robin Carlson Aye

David Collier Aye

Mary Viveros Aye

Danielle Binion Aye

### D.

### **HPA Banking Resolution**

Matt Samson made a motion to Approve HPA Banking Resolution.

Lynne Beaver seconded the motion.

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

#### **Roll Call**

Matt Samson Aye

David Collier Aye

Albert Ray Aye

Mary Viveros Aye

Danielle Binion Aye

Robin Carlson Aye

Lynne Beaver Aye

### **E. HPA Credit Card Resolution**

Matt Samson made a motion to Approve HPA Credit Card Resolution.

Lynne Beaver seconded the motion.

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

#### **Roll Call**

David Collier Aye

Albert Ray Aye

Lynne Beaver Aye

Robin Carlson Aye

Mary Viveros Aye

Matt Samson Aye

Danielle Binion Aye

### **F. Ratify HPA Calendar Change**

Matt Samson made a motion to Ratify HPA Calendar Change.

Lynne Beaver seconded the motion.

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

#### **Roll Call**

Danielle Binion Aye

Lynne Beaver Aye

David Collier Aye

Albert Ray Aye

Mary Viveros Aye

Matt Samson Aye

Robin Carlson Aye

### **G. HPA BOD Policy 4710 Update**

Matt Samson made a motion to Approve HPA BOD Policy 4710 Update.

Lynne Beaver seconded the motion.

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

**Roll Call**

Mary Viveros Aye  
Matt Samson Aye  
Robin Carlson Aye  
Danielle Binion Aye  
David Collier Aye  
Lynne Beaver Aye  
Albert Ray Aye

**III. Finance Committee**

**A. Finance Committee Report**

Danielle Binion made a motion to Approve Finance Committee Report.  
Matt Samson seconded the motion.

- Slight improvement of net forecasted income
- No concerns with audit
- Projected significant decrease in forecast year end cash

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

**Roll Call**

Mary Viveros Aye  
Robin Carlson Aye  
David Collier Aye  
Matt Samson Aye  
Albert Ray Aye  
Danielle Binion Aye  
Lynne Beaver Aye

**B. Approve October Expenses**

Lynne Beaver made a motion to Approve October Expenses.  
David Collier seconded the motion.  
The board **VOTED** to approve the motion.

**Roll Call**

David Collier Aye  
Matt Samson Aye  
Robin Carlson Aye  
Danielle Binion Aye  
Lynne Beaver Aye  
Mary Viveros Aye  
Albert Ray Aye

**C.**

## HPA Audit

Lynne Beaver made a motion to Approve HPA Audit.

Matt Samson seconded the motion.

- Derek Gikin, with Daniel Jones & Assoc, presented information regarding audit.

The audit was in compliance:

- 3 parts
  - Financial: unmodified opinion
  - State requirements: in compliance
  - Federal awards: unmodified opinion

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

### Roll Call

David Collier Aye  
Matt Samson Aye  
Lynne Beaver Aye  
Danielle Binion Aye  
Mary Viveros Aye  
Robin Carlson Aye  
Albert Ray Aye

## IV. Academic Committee

### A. Academic Committee Report

David Collier made a motion to Approve Academic Committee Report.

Albert Ray seconded the motion.

- SQR identifies there is work to do
  - Teachers working hard but struggling
  - Identify high priority areas to focus on
- Thanks to Director Ray for observing at middle school

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

### Roll Call

Lynne Beaver Aye  
Matt Samson Aye  
Robin Carlson Aye  
David Collier Aye  
Mary Viveros Aye  
Albert Ray Aye  
Danielle Binion Aye

## V. Governance and Board Development Committee

### A.

## **Governance & Board Development Committee**

Danielle Binion made a motion to Approve Governance and Board Development Committee Report.

Lynne Beaver seconded the motion.

- Teacher resignation protocols
- Robbyn Wahby: BOD trainings
- Superintendent succession plan

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

### **Roll Call**

Matt Samson Aye  
Mary Viveros Aye  
Danielle Binion Aye  
David Collier Aye  
Robin Carlson Aye  
Lynne Beaver Aye  
Albert Ray Aye

## **B. HPA Board of Directors Public Comment Procedure**

Albert Ray made a motion to Approve HPA BOD Public Comment Procedure.

David Collier seconded the motion.

- Dana Cutler advised BOD does not have to respond to comments at meetings.

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

### **Roll Call**

Danielle Binion Aye  
Albert Ray Aye  
David Collier Aye  
Mary Viveros Aye  
Matt Samson Aye  
Robin Carlson Aye  
Lynne Beaver Aye

## **C. White Paper Training**

White Paper Training conducted on pages 15 to the end.

## **VI. New Business**

### **A. HPA Development Plans**

- Dr. Burns will be working with Roxanne Prather to help with donor development and funding.

- Question: Will this be a portion of funding yearly? Answer: It will be on an ongoing basis.

#### **B. Recruitment & Attendance Plans**

Jazmine Salach presented the Recruitment & Attendance Plans to the BOD.

#### **C. Health Insurance Renewal**

Dr. Tanya Shippy advised Humana wants to increase premiums by 35%. The plan expires 12/31/21. Staff is working with Bukaty on this matter.

#### **D. OSHHA Update**

Dr. Tanya Shippy discussed staff needing to provide proof of vaccinations and the OSHHA requirements.

### **VII. Old Business**

#### **A. HPA Charter Contract Enrollment Amendment**

Annelise Thurber provided update on E-learning and enrollment. E-learning policy updated to be more robust. Currently (121) students enrolled in virtual learning. December 10th is the deadline to transfer to in person.

Danielle Binion made a motion to Approve the HPA Charter Contract Enrollment Amendment.

Lynne Beaver seconded the motion.

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

##### **Roll Call**

Robin Carlson Aye  
Matt Samson Aye  
David Collier Aye  
Danielle Binion Aye  
Lynne Beaver Aye  
Albert Ray Aye  
Mary Viveros Aye

### **VIII. Calendar**

#### **A. Upcoming Dates**

Focus on the next BOD meeting date is December 13th.

### **IX. Closing Items**

#### **A. Motion to Go into Closed Session**



Matt Samson made a motion to Closed session pursuant to RSMo § 610.021. Closed meetings and closed records authorized when, exceptions, sunset dates for certain exceptions (3) Hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded and (13) Individually identifiable personnel records, performance ratings or records pertaining to employees or applicants for employment.

Robin Carlson seconded the motion.

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

**Roll Call**

David Collier Aye  
Danielle Binion Aye  
Mary Viveros Aye  
Robin Carlson Aye  
Lynne Beaver Aye  
Albert Ray Aye  
Matt Samson Aye

**B. Motion to Return to General Session**

Albert Ray made a motion to Return to General Session with no action to be taken by the Board.

David Collier seconded the motion.

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

**Roll Call**

Mary Viveros Aye  
Robin Carlson Aye  
David Collier Aye  
Lynne Beaver Aye  
Danielle Binion Aye  
Albert Ray Aye  
Matt Samson Aye

**C. HPA BOD Meeting Evaluation/Reflection**

- Survey sent to BOD and responses to be discussed at next meeting.

**D. Adjourn Meeting**

Matt Samson made a motion to Adjourn the meeting.

Lynne Beaver seconded the motion.

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

**Roll Call**

Lynne Beaver Aye  
Albert Ray Aye  
Danielle Binion Aye

**Roll Call**

Mary Viveros Aye

Robin Carlson Aye

David Collier Aye

Matt Samson Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:00 PM.

Respectfully Submitted,  
Mary Viveros