



# Crossroads Charter Schools

## September 2018 Board Meeting

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### Date and Time

Monday September 24, 2018 at 5:00 PM CDT

### Location

816 Broadway Street Kansas City, MO 64105

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### Agenda

#### I. Opening Items

Opening Items

**A.** Record Attendance and Guests

**B.** Call the Meeting to Order

**C.** Approve Minutes

Approve minutes for August 2018 Board Meeting on August 20, 2018

#### II. Finance

Finance

**A.** August Financials

**B.** August Check Register

**C.** Insurance Review

### **III. Governance**

#### Governance

##### **A. Board Policy Updates**

##### **B. Board Committees**

##### **C. 2018-2019 Annual Board Calendar**

October 22nd move to October 29th (Dreaming Big)

November 26th move to November 19th (Fall Break)

December 24th move to December 17th (Winter Break)

May 27th move to May 20th (Memorial Day)

### **IV. Development**

#### Educational Excellence

##### **A. Development Update**

##### **B. Dreaming Big Update**

### **V. Closing Items**

##### **A. Adjourn Meeting**

# Coversheet

## Call the Meeting to Order

<b>Section:</b>	I. Opening Items
<b>Item:</b>	B. Call the Meeting to Order
<b>Purpose:</b>	FYI
<b>Submitted by:</b>	
<b>Related Material:</b>	Admin. Board Report - September 2018.pdf



Crossroads Charter Schools

**Administrative Board Report**

Presented: September 24, 2018

Reporting on: August, 2018

**2018 – 2019 SMART Goals**

Goal	SMART GOAL	CURRENT STATUS
#1	Students will master <b>85%</b> of targeted learning goals by June 2018	56.3%
#2	2018 MAP Test Proficiency/Advanced goal: ELA : 64% Math: 59% Science: 55%	2017 ELA score: 64% 2017 Math score: 42% 2017 Science score: 51%  2018 scores be released in Dec
#3	Students will maintain an attendance rate of <b>95%</b> during the 2018-2019 school year	CACS - 327 (98.02%) CAQH - 273 (97.86%) CHS - 193 (98.27%)
#4	Have <b>\$25,000</b> of income/expense for FY19	\$147,630
#5	Raise <b>\$1,860,000</b> to fully fund Supplemental Operating Expenses by July 30, 2018	\$1,485,928 committed

**Academic Report****Academic Program**

- On August 2 we held our Back to School Night. Families at each school had the opportunity to meet teachers and tour the building. We had a great turn out with lots of excited students!
- On August 21 we held our first Crossroads district Equity Committee Meeting. The CCS Equity Committee will be responsible for ensuring continuing progress toward the vision of the [CCS Equity Statement](#) and the [CCS Equity Rubric](#). The Committee will set priorities and provide guidance in the design and implementation of activities and resources. The Committee will coordinate efforts to help staff gain the skills necessary to meet the needs of the families we serve, recognizing that truly effective equity work is never finished. The Committee will actively encourage CCS community members to participate in and contribute to these activities. It is estimated that the CCS Equity Committee will meet quarterly as a district committee and will have monthly check ins at the building level.

**Operations Report**

Student Enrollment	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE
<b>CACS: Goal 326</b>	329										
<b>CAQH: Goal 278</b>	270										
<b>CPA: Goal 190</b>	197										

FY19 YTD INCOME	FY19 YTD EXPENSES	FY18 YTD Income/Expense
\$1,847,340	\$1,699,710	\$147,630

**Facilities Updates**

Turner and their subcontractors have finished all substantial work at Crossroads Preparatory Academy, with a handful of punchlist items remaining. Total project costs are estimated at \$7,540,000, or approximately \$40,000 (0.53%) over budget.

**Human Resources**

All open positions have been filled

**2018-19 Development Report**

FY18 Development Report	Committed Operational	Off Budget	CPA Capital	Future Capital Commitments
Grants Received FY18				
Sherman Family Foundation			\$250,000	\$475,000
Healthcare Foundation	\$6,179			
Oppenstein Brothers Foundation				
Kauffman Foundation	\$224,975			
SchoolSmartKC	\$780,000			
Kirk Family Foundation	\$15,000			\$300,000
Stanley H. Durwood Foundation	\$50,000			
George K. Baum Family Foundation				
Ron Cattellino - Music Program Grant	\$10,000			
McGowan Charitable Foundation				
Francis Family Foundation				
Francis Family (David Francis Discretionary)			\$100,000	\$150,000
Royals Charities				
Early Education Grant Fund (pace)	\$50,000			
Yoss Foundation				
Hall Family Foundation			\$600,000	
W.T.Kemper Family Foundation			\$500,000	\$500,000
Jedel Foundation			\$10,000	
11th St. Neighborhood TIF fund (FY 18 reimb)				
Gary Dickinson Family Foundation (CPA)			\$50,000	
H&R Block Foundation				
R and C Charitable Foundation			\$12,000	
<b>Fundraisers</b>				
Fall Fundraiser	\$132,250			
Spring Fundraiser				
<b>Other Giving</b>				
Leverage Loan Interest	\$43,752			
CAKC Real Estate	\$172,697			
Individuals (non fundraiser)	\$1,075			
<b>Totals</b>	<b>\$1,485,928</b>		<b>\$1,522,000</b>	<b>\$1,125,000</b>
2018-19 Operational Fundraising Goal	\$1,860,000			
% of 2018-19 Goal Committed-to-Date	79.8%			
<b>Pending Requests</b>				
R.C. Kemper Charitable Trust			X	

# Coversheet

## Approve Minutes

<b>Section:</b>	I. Opening Items
<b>Item:</b>	C. Approve Minutes
<b>Purpose:</b>	Approve Minutes
<b>Submitted by:</b>	
<b>Related Material:</b>	Minutes for August 2018 Board Meeting on August 20, 2018

APPROVED



## Crossroads Charter Schools

### Minutes

#### August 2018 Board Meeting

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

Monday August 20, 2018 at 5:30 PM

##### **Location**

816 Broadway Street Kansas City, MO 64105

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##### **Trustees Present**

B. Sweetman, D. Charity, D. Francis, P. Crawford, R. Cattelino, R. Moore

##### **Trustees Absent**

*None*

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

C. Hughley

##### **Guests Present**

D. Johnson, Don Maxwell, Kirsten Brown, Larry Washington, Laura LaCroix, Paul Greewood, EdOps, R. Uptergrove, T. McDowell

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#### **I. Opening Items**

##### **A. Record Attendance and Guests**

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

B. Sweetman called a meeting of the board of trustees of Crossroads Charter Schools to order on Monday Aug 20, 2018 at 5:36 PM.

**C. Approve Minutes**

D. Francis made a motion to approve minutes from the July 2018 Board Meeting on 07-23-18 July 2018 Board Meeting on 07-23-18.

D. Charity seconded the motion.

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

**II. Finance**

**A. July Financials**

Paul Greenwood, EdOps provided an update on current financials.

942K received in July

July expenditure total at 771K

**B. July Check Register**

R. Moore made a motion to Approve.

R. Cattelino seconded the motion.

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

**C. Tax Exempt Bond Resolution**

R. Cattelino made a motion to Approve.

P. Crawford seconded the motion.

The motion did not carry.

Don Maxwell discussed a Tax Exempt Bond Resolution which acknowledges a municipal bond to borrow money at a lower interest rate.

**D. Thayer Building Total Project Budget**

Dean Johnson discussed the total project budget for the Thayer Building as the budget may go over by .5%. (1/2 of 1%) The reason being the that the location of the building 3-basin sink had to be moved to meet Health Department regulations. This move required a major plumbing re-route.

D. Francis made a motion to to approve Dean Johnson to go over the Thayer Project Budget up to \$50,000.

P. Crawford seconded the motion.

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

**III. Operations**

**A. Student Transportation**



Courtney Hughley discusses the concerns, updates and progresses made with school transportation.

#### **IV. Educational Excellence**

##### **A. Crossroads Community Collaborative**

Kirsten Brown discussed a new program at CPA that will allow students to get engaged and exposed to opportunities outside of school by partnering with local community businesses. CPA is currently looking for more businesses and organizations to get involved with.

##### **B. Crossroads Athletics**

Larry Washington discussed the upcoming athletic program opportunities for the 18-19 school year.

#### **V. Governance**

##### **A. Strategic Plan Review**

D. Francis made a motion to Approve the revised Strategic Plan.

R. Moore seconded the motion.

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

Dean Johnson presented a revision of the current Strategic Plan. Minor changes were requested.

#### **VI. Other Business**

##### **A. Q & A**

Parents/Guardians in attendance asked the School Administrators and Board a total of 9 questions. All questions were answered.

#### **VII. Closing Items**

##### **A. Adjourn Meeting**

R. Cattelino made a motion to adjourn the meeting.

D. Charity seconded the motion.

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

##### **Roll Call**

P. Crawford Aye

R. Moore Aye

D. Francis Aye

B. Sweetman Aye

D. Charity Aye

**Roll Call**

R. Cattelino Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:32 PM.

Respectfully Submitted,

R. Uptergrove

# Coversheet

## August Financials

<b>Section:</b>	II. Finance
<b>Item:</b>	A. August Financials
<b>Purpose:</b>	FYI
<b>Submitted by:</b>	
<b>Related Material:</b>	2018 08 Board Financials.pdf



# Crossroads Charter Schools

## August 2018 Financials

PREPARED **SEPTEMBER 2018** BY

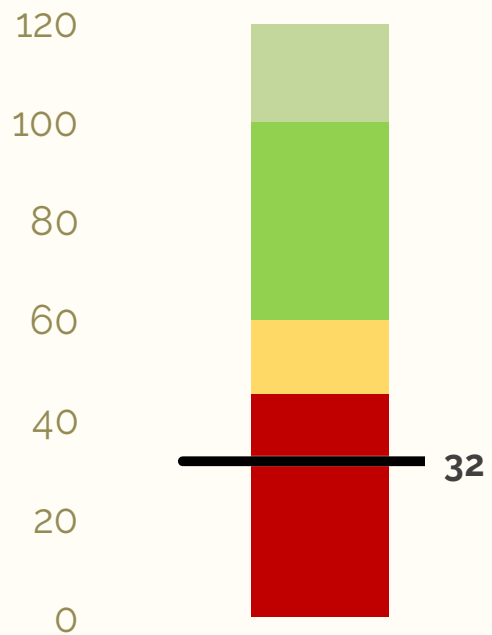


- **Key Performance Indicators**
- **Forecast Overview**
- **Cash Forecast**
- **Forecast History**
- **Key Forecast Changes This Month**
- **Notable Forecast Variances**
- **Appendix: Financials**

# Key Performance Indicators

## Days of Cash

Cash balance at year-end divided by average daily expenses

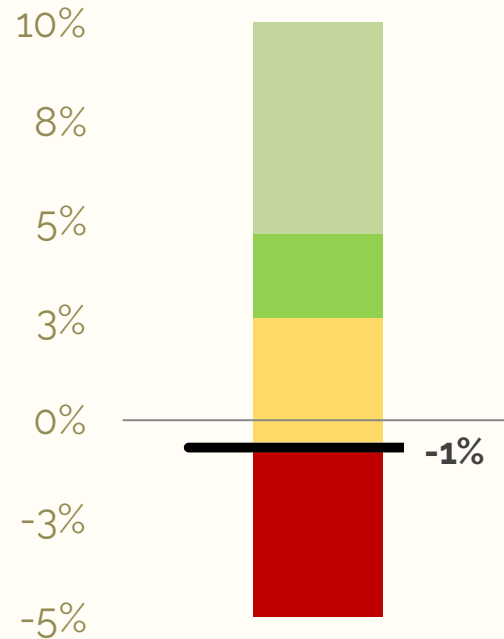


### 32 DAYS OF CASH AT YEAR'S END

The school's 32 days of year-end cash is below the recommended 60 days.

## Gross Margin





Revenue less expenses, divided by revenue



### -1% GROSS MARGIN

The forecasted net income is - \$84k, which is \$109k below the budget. It yields a -1% gross margin.

# Forecast Overview

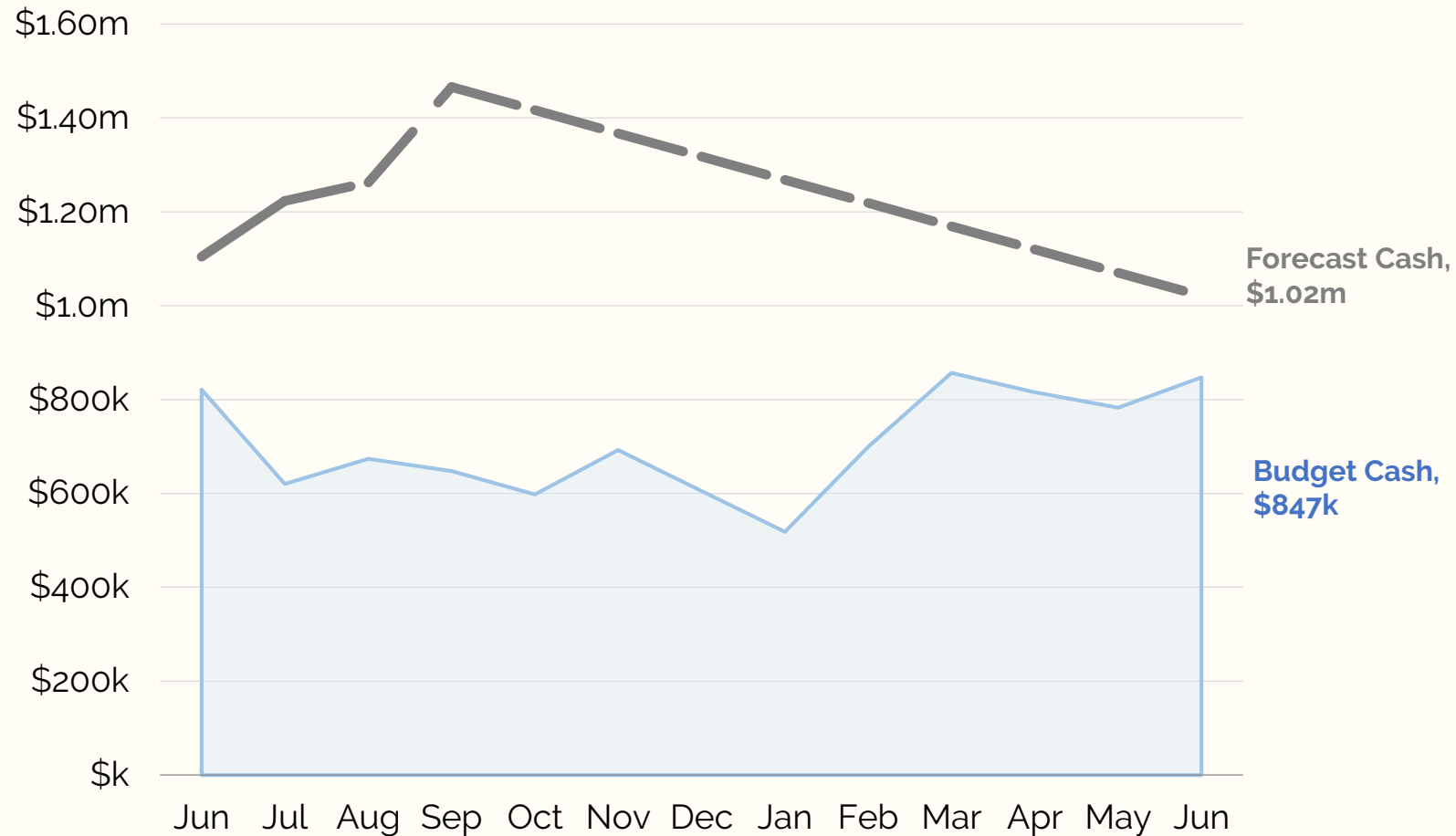
	Forecast	Budget	Variance	Variance Graphic	Comments
Revenue	11,518,876	11,628,137	(109,260)		Summer School ADA was calculated lower than budget; will know more about state revenue drivers after September payment
Expenses	11,602,609	11,602,557	(52)		Have updated salaries and benefits to reflect current staffing levels and salaries as well as actual benefit selections
Net Income	(83,733)	25,580	(109,313)		
Cash Flow Adjustments	0	0	0		
Change in Cash	(83,733)	25,580	(109,313)		

# Cash Flow Forecast

## 32 Days of Cash at year's end

We forecast the school's year ending cash balance as **\$1m**, **\$174k** above budget.

Budget Performance in FY 18 ended better than had been anticipated when budget was created. The budget cash the FY 18 forecasted cash + FY 19 projected cash. Forecast cash represent FY 18 actual cash + current FY 19 forecast.





	Actual	Budget	Variance	Forecast	Budget	Variance	Remaining
<b>Revenue</b>							
Local Revenue	745,613	502,201	243,411	2,691,510	2,699,752	(8,242)	1,945,898
State Revenue	1,097,919	1,168,105	(70,187)	8,169,489	8,270,508	(101,019)	7,071,570
Federal Revenue	3,809	39,194	(35,386)	657,877	657,877	(0)	654,068
<b>Total Revenue</b>	<b>1,847,340</b>	<b>1,709,501</b>	<b>137,839</b>	<b>11,518,876</b>	<b>11,628,137</b>	<b>(109,260) ①</b>	<b>9,671,536</b>
<b>Expenses</b>							
Salaries	774,296	793,023	18,727	5,200,241	5,218,656	18,415	4,425,944
Benefits and Taxes	239,023	257,660	18,637	1,564,427	1,545,960	(18,467)	1,325,404
Staff-Related Costs	7,433	1,917	(5,516)	11,500	11,500	0	4,067
Rent	99,503	132,980	33,477	797,880	797,880	(0)	698,377
Occupancy Service	91,223	149,445	58,221	896,667	896,667	(0)	805,444
Student Expense, Direct	385,790	348,678	(37,113)	2,092,066	2,092,066	(0)	1,706,276
Student Expense, Indirect	-	44,167	44,167	265,000	265,000	(0)	265,000
Office & Business Expense	58,458	20,222	(38,237)	121,330	121,330	(0)	62,872
Transportation	2,458	108,916	106,458	653,498	653,498	(0)	651,040
Total Ordinary Expenses	1,658,186	1,857,007	198,821	11,602,609	11,602,557	(52)	9,944,423
Net Operating Income	189,154	(147,506)	336,660	(83,733)	25,580	(109,312)	(272,887)
<b>Extraordinary Expenses</b>							
Interest	41,524	-	(41,524)	0	-	(0)	(41,524)
Total Extraordinary Expenses	41,524	-	(41,524)	0	-	(0)	(41,524)
<b>Total Expenses</b>	<b>1,699,710</b>	<b>1,857,007</b>	<b>157,297</b>	<b>11,602,609</b>	<b>11,602,557</b>	<b>(52) ②</b>	<b>9,902,899</b>
<b>Net Income</b>	<b>147,630</b>	<b>(147,506)</b>	<b>295,136</b>	<b>(83,733)</b>	<b>25,580</b>	<b>(109,313) ③</b>	<b>(231,363)</b>
Cash Flow Adjustments	10,367	-	10,367	0	-	0 ④	(10,367)
<b>Change in Cash</b>	<b>157,997</b>	<b>(147,506)</b>	<b>305,503</b>	<b>(83,733)</b>	<b>25,580</b>	<b>(109,313) ⑤</b>	<b>(241,730)</b>

**① REVENUE: \$109K BEHIND**

Summer School ADA was calculated lower than budget; will know more about state revenue drivers after September payment

**② EXPENSES: \$0K BEHIND**

Have updated salaries and benefits to reflect current staffing levels and salaries as well as actual benefit selections

**③ NET INCOME: \$109K behind****④ CASH ADJ:\$0K AHEAD****⑤ NET CHANGE IN CASH: \$109K BEHIND**

Crossroads Charter Schools - September 2018 Board Meeting - Agenda - Monday September 24, 2018 at 5:00 PM													
	Year-to-Date		Forecast										
Income Statement	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	TOTAL
Revenue													
Local Revenue	387,492	358,121	194,590	194,590	194,590	194,590	194,590	194,590	194,590	194,590	194,590	194,590	2,691,510
State Revenue	550,777	547,142	934,971	681,844	681,844	681,844	681,844	681,844	681,844	681,844	681,844	681,844	8,169,489
Federal Revenue	3,809	0	65,407	65,407	65,407	65,407	65,407	65,407	65,407	65,407	65,407	65,407	657,877
<b>Total Revenue</b>	<b>942,077</b>	<b>905,263</b>	<b>1,194,968</b>	<b>941,841</b>	<b>941,841</b>	<b>941,841</b>	<b>941,841</b>	<b>941,841</b>	<b>941,841</b>	<b>941,841</b>	<b>941,841</b>	<b>941,841</b>	<b>11,518,876</b>
Expenses													
Salaries	368,866	405,431	442,594	442,594	442,594	442,594	442,594	442,594	442,594	442,594	442,594	442,594	5,200,241
Benefits and Taxes	117,378	121,645	132,540	132,540	132,540	132,540	132,540	132,540	132,540	132,540	132,540	132,540	1,564,427
Staff-Related Costs	5,558	1,875	407	407	407	407	407	407	407	407	407	407	11,500
Rent	46,072	53,432	69,838	69,838	69,838	69,838	69,838	69,838	69,838	69,838	69,838	69,838	797,880
Occupancy Service	31,386	59,837	80,544	80,544	80,544	80,544	80,544	80,544	80,544	80,544	80,544	80,544	896,667
Student Expense, Direct	126,116	259,674	170,628	170,628	170,628	170,628	170,628	170,628	170,628	170,628	170,628	170,628	2,092,066
Student Expense, Indirect	0	0	26,500	26,500	26,500	26,500	26,500	26,500	26,500	26,500	26,500	26,500	265,000
Office & Business Expense	54,723	3,735	6,287	6,287	6,287	6,287	6,287	6,287	6,287	6,287	6,287	6,287	121,330
Transportation	0	2,458	65,104	65,104	65,104	65,104	65,104	65,104	65,104	65,104	65,104	65,104	653,498
Interest	20,461	21,063	-4,152	-4,152	-4,152	-4,152	-4,152	-4,152	-4,152	-4,152	-4,152	-4,152	0
Total Ordinary Expenses	770,560	929,150	990,290	990,290	990,290	990,290	990,290	990,290	990,290	990,290	990,290	990,290	11,602,609
<b>Net Income</b>	<b>171,518</b>	<b>-23,887</b>	<b>204,678</b>	<b>-48,449</b>	<b>-48,449</b>	<b>-48,449</b>	<b>-48,449</b>	<b>-48,449</b>	<b>-48,449</b>	<b>-48,449</b>	<b>-48,449</b>	<b>-48,449</b>	<b>-83,733</b>
Cash Flow Adjustments	-52,729	63,096	-1,037	-1,037	-1,037	-1,037	-1,037	-1,037	-1,037	-1,037	-1,037	-1,037	0
<b>Change in Cash</b>	<b>118,789</b>	<b>39,208</b>	<b>203,641</b>	<b>-49,486</b>	<b>-49,486</b>	<b>-49,486</b>	<b>-49,486</b>	<b>-49,486</b>	<b>-49,486</b>	<b>-49,486</b>	<b>-49,486</b>	<b>-49,486</b>	<b>-83,733</b>

	Previous Year End	Current
	6/30/2018	8/31/2018
<b>Assets</b>		
Current Assets		
Cash	1,104,449	1,262,447
Intercompany Transfers	0	0
Total Current Assets	1,104,449	1,262,447
<b>Total Assets</b>	<b>1,104,449</b>	<b>1,262,447</b>
<b>Liabilities and Equity</b>		
<b>Liabilities</b>		
Current Liabilities		
Other Current Liabilities	-33,084	-21,923
Accounts Payable	4,422	3,628
Total Current Liabilities	-28,662	-18,295
Total Long-Term Liabilities	0	0
<b>Total Liabilities</b>	<b>-28,662</b>	<b>-18,295</b>
<b>Equity</b>		
Unrestricted Net Assets	1,133,109	1,133,109
Net Income	0	147,630
<b>Total Equity</b>	<b>1,133,109</b>	<b>1,280,739</b>

# Coversheet

## August Check Register

<b>Section:</b>	II. Finance
<b>Item:</b>	B. August Check Register
<b>Purpose:</b>	Vote
<b>Submitted by:</b>	
<b>Related Material:</b>	CheckRegisterbyType.pdf

Crossroads Academy of Kansas City, Inc.

## Check Register by Type

Page: 1

09/19/2018 9:51 AM

User ID: PAUL

Payee Type: Vendor		Check Type: Automatic Payment			Checking Account ID: 1		
Check Number	Check Date	Cleared	Void	Void Date	Entity ID	Entity Name	Check Amount
1603637	08/17/2018	X			ATT	AT&T	578.08
1603638	08/29/2018	X			UHCBS	UHCBS REIMBURSEMENT	1,180.96
1603640	08/16/2018	X			BCBS	BLUE CROSS AND BLUE SHEL D OF KANSAS CITY	0.00
1603641	08/02/2018	X			UNUM	UNUM LIFE INSURANCE COMPANY OF AMERICA	0.00
1603642	08/09/2018	X			HVH	HISTORIC VIRGINIA HOTEL	16,667.67
1603643	08/28/2018	X			KCPL	KCP&L	12,975.08
1603644	08/21/2018	X			HARTFORD	THE HARTFORD INSURANCE COMPANY	1,695.20
1603645	08/10/2018	X			HANOVER	THE HANOVER INSURANCE CO	0.00
1603647	08/04/2018	X			REPUBLIC	REPUBLIC SERVICES #468	0.00
1603648	08/16/2018	X			GOOGLEF	GOOGLE FIBER	130.00
1603650	08/01/2018	X			CAKCESTAT	CROSSROADS REAL ESTATE COMPANY	27,899.00
1603656	08/02/2018	X			COMMERCECC	COMMERCE BANK - COMMERCIAL CARDS	14,067.64
1603657	08/01/2018	X			COMMERCE	COMMERCE BANK	11,057.94
1603669	08/29/2018	X			FIRSTAMERI	FIRST AMERICAN TITLE INSURANCE	12,402.69
1603670	08/24/2018	X			ATT	AT&T	400.85
Checking Account ID: 1					Void Total:	0.00	Total without Voids: 99,055.11
Check Type Total: Automatic Payment					Void Total:	0.00	Total without Voids: 99,055.11

Payee Type: Vendor		Check Type: Check			Checking Account ID: 1		
Check Number	Check Date	Cleared	Void	Void Date	Entity ID	Entity Name	Check Amount
1724	08/24/2018	X			USPS	USPS	235.37
71871634	08/14/2018	X			THORD	TYLER HORD	8.89
71871635	08/14/2018	X			THYSSELEV	THYSSENKRUPP ELEVATOR CORP	321.06
71871636	08/14/2018	X			SUPERIOR	SUPERIOR MOVING AND STORAGE	1,572.00
71871637	08/14/2018	X			ATT	AT&T	81.21
71871638	08/14/2018	X			RAMAIR	RAM AIR	34.92
71871639	08/14/2018	X			SHERWINWM	SHERWIN WILLIAMS	223.95
71871640	08/14/2018	X			SHERWINWM	SHERWIN WILLIAMS	66.99
71871641	08/14/2018	X			CCGROUP	C & C GROUP	83.30
71871642	08/14/2018	X			GENERALFIR	GENERAL FIRE SPRINKLER COMPANY, LLC	249.00
71871643	08/14/2018	X			KCWATER	KCMO WATER SERVICES DEPARTMENT	684.16
71871645	08/14/2018	X			KCWATER	KCMO WATER SERVICES DEPARTMENT	44.95
71871646	08/14/2018	X			MONARCHBUI	MONARCH BUILD LLC	11,770.00
71871647	08/14/2018	X			PARKKAR	KARIS PARKER	149.23
71871648	08/14/2018	X			K12ITC	K12 ITC, INC.	13,217.24
71871649	08/14/2018	X			SHERWINWM	SHERWIN WILLIAMS	223.95
71871650	08/14/2018	X			SHERWINWM	SHERWIN WILLIAMS	64.74
71871651	08/14/2018	X			CONCENTRA	CONCENTRA	59.00
71871652	08/14/2018	X			DEFFEN	DEFFENBAUGH DISPOSAL SERV	367.16
71871653	08/14/2018	X			DORMAUSA	Dorma USA Inc.	157.50
71871654	08/14/2018	X			SANDLIN	Lindsay Sander	197.79
71871655	08/14/2018	X			BIGDUDE	BIG DUDES	1,100.00
71872210	08/14/2018	X			KCTG	DBA KANSAS CITY TRANSPORTATION GROUP INC	2,458.00
71872211	08/14/2018	X			CONCENTRA	CONCENTRA	118.00
71872212	08/14/2018	X			KCAV	KANSAS CITY AUDIO-VISUAL	720.00
71872213	08/14/2018	X			HEINEMANN	HEINEMANN	603.90
71872214	08/14/2018	X			SEESAW	SEESAW LEARNING	2,022.00
71872215	08/14/2018	X			AMMICRO	American Micro Digital Document Management	45.00
71872216	08/14/2018	X			WESTPORT	WESTPORT ROANOKE	1,050.00
71872217	08/14/2018	X			QUALITY	QUALITY STAFF LEASING INC.	1,472.05
71872218	08/14/2018	X			AGUIRRECC	TONY AGUIRRE COMMUNITY CENTER	2,940.00
71872589	08/14/2018	X			PARKDAN	DANIELLE PARKER	57.16
71872590	08/14/2018	X			ATRONIC	ATRONIC ALARMS INC	84.00
71872591	08/14/2018	X			LAKESHORE	LAKESHORE LEARNING	134.24
71872592	08/14/2018	X			WESTJEN	JENNIFER WESTLAKE	187.19
71872593	08/14/2018	X			SOMMREB	REBECCA SOMMERHAUSER	240.04

Crossroads Academy of Kansas City, Inc.

## Check Register by Type

Page: 2

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User ID: PAUL

Payee Type: Vendor		Check Type: Check			Checking Account ID: 1		
Check Number	Check Date	Cleared	Void	Void Date	Entity ID	Entity Name	Check Amount
71872594	08/14/2018	X			PAYPOOL	PAYPOOL	387.51
71872595	08/14/2018	X			DONALD	DONALD E MAXWELL, LLC	2,675.00
71872596	08/14/2018	X			EDOPS	EdOps	10,750.00
71872597	08/14/2018	X			PARKU	Park University	27,000.00
71872598	08/14/2018	X			DATAMAX	DATAMAX, INC	1,820.48
71872599	08/14/2018	X			CDW	CDW GOVERNMENT	3,572.84
71872600	08/14/2018	X			MIDCON	MID-CON MANAGEMENT-DST	7,665.00
71872601	08/14/2018	X			TIERNEY	TIERNEY OFFICE PRODUCTS	3,544.98
71920199	08/21/2018	X			TAYMUSIC	TAYLOR MUSIC	2,550.00
71920200	08/21/2018	X			STRASSER	STRASSER TRUE VALUE	3.20
71920201	08/21/2018	X			TAYMUSIC	TAYLOR MUSIC	8,450.00
71920202	08/21/2018	X			RAMAIR	RAM AIR	94.56
71920203	08/21/2018	X			RAMAIR	RAM AIR	158.78
71920204	08/21/2018	X			PAYCOR	PAYCOR	196.32
71920205	08/21/2018	X			ACCOBRA	ACCOBRA	205.00
71920206	08/21/2018	X			SPIRE	SPIRE	155.83
71920207	08/21/2018	X			VEOLIA	VEOLIA ENERGY	72.95
71920208	08/21/2018	X			OTIS	OTIS ELEVATOR	1,534.00
71920209	08/21/2018	X			UNIVERSITY	UNIVERSITY OF MISSOURI-COLUMBIA AR	275.00
71920210	08/21/2018	X			KCWATER	KCMO WATER SERVICES DEPARTMENT	272.05
71920211	08/21/2018	X			KCWATER	KCMO WATER SERVICES DEPARTMENT	11.12
71920212	08/21/2018	X			FASTSIGNS	FASTSIGNS	224.00
71920213	08/21/2018	X			ISS	ISS FACILITY SERVICES - KC	767.53
71920214	08/21/2018	X			ISS	ISS FACILITY SERVICES - KC	2,524.29
71920215	08/21/2018	X			ISS	ISS FACILITY SERVICES - KC	109.89
71920216	08/21/2018	X			K12ITC	K12 ITC, INC.	48,390.74
71920217	08/21/2018	X			NWEAMEASUR	NWEA Measuring What Matters	10,857.00
71920218	08/21/2018	X			PROJECT	PROJECT LEAD THE WAY, INC	1,500.00
71920219	08/21/2018	X			K12ITC	K12 ITC, INC.	13,217.24
71920220	08/21/2018	X			OTIS	OTIS ELEVATOR	109.20
71920221	08/21/2018	X			MCPSA	MISSOURI CHARTER PUBLIC SCHOOL ASSOC	1,750.00
71920222	08/21/2018	X			PROGRESSIV	PROGRESSIVE ELECTRONICS, INC.	84.00
71920223	08/21/2018	X			MDSI	MD SOLUTIONS INTERNATIONAL (MDSI)	125.00
71920224	08/21/2018	X			PSMITH	PAIGE SMITH	143.52
71920225	08/21/2018	X			CCGROUP	C & C GROUP	622.53
71920226	08/21/2018	X			FSG	FACILITY SOLUTIONS GROUP	112.50
71920741	08/21/2018	X			KCAV	KANSAS CITY AUDIO-VISUAL	475.00
71920742	08/21/2018	X			KCWATER	KCMO WATER SERVICES DEPARTMENT	342.08
71920743	08/21/2018	X			MIDWEST	MIDWEST TECHNOLOGY CONNECTION	40.00
71920744	08/21/2018	X			LEXINGTON	LEXINGTON PLUMBING & HEATING CO INC	505.50
71920745	08/21/2018	X			QHA	QUALITY HILL ASSOCIATES LLC	1,200.00
71920746	08/21/2018	X			ARTSASYLUM	The Arts Asylum	9,765.00
71920747	08/21/2018	X			ACHIEVEMEN	The Achievement Network	46,500.00
71920748	08/21/2018	X			JOHNJUL	JOHNSON JULIE	96.00
71920749	08/21/2018	X			OSGOOD	OSGOOD, CHRIS	24.96
71920750	08/21/2018	X			CONCENTRA	CONCENTRA	177.00
71920751	08/21/2018	X			SOLI	SOLI AND SOLI INC	1,302.00
71920752	08/21/2018	X			IRESQ	IResQ	1,467.90
71921014	08/21/2018	X			SCHUKAR	KARA SCHUMACHER	12.99
71921015	08/21/2018	X			VOLLBRI	BRITTANY VOLLENWEIDER	40.50
71921016	08/21/2018	X			LISEKAT	KATIE LISEO	78.12
71921017	08/21/2018	X			KIENJES	JESSI KIENTZY	83.80
71921018	08/21/2018	X			ZETMVIR	VIRGINIA ZETMEIR	164.96
71921019	08/21/2018	X			DONALD	DONALD E MAXWELL, LLC	200.00
71921020	08/21/2018	X			WESTJEN	JENNIFER WESTLAKE	247.69
71921021	08/21/2018	X			GRIFCHA	CHARLOTTE GRIFFITHS	401.43
71921022	08/21/2018	X			HIGENE	HI-GENE'S JANITORIAL	5,734.60
71921023	08/21/2018	X			DATAMAX	DATAMAX, INC	3,050.99
71921024	08/21/2018	X			TIERNEY	TIERNEY OFFICE PRODUCTS	619.67

Crossroads Academy of Kansas City, Inc.

**Check Register by Type**

Page: 3

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User ID: PAUL

**Payee Type: Vendor****Check Type: Check****Checking Account ID: 1**

<u>Check Number</u>	<u>Check Date</u>	<u>Cleared</u>	<u>Void</u>	<u>Void Date</u>	<u>Entity ID</u>	<u>Entity Name</u>	<u>Check Amount</u>
71921025	08/21/2018	X			HIGENE	HI-GENE'S JANITORIAL	18,870.80
Checking Account ID: 1						Void Total: 0.00	Total without Voids: 286,377.04
Check Type Total: Check						Void Total: 0.00	Total without Voids: 286,377.04
Payee Type Total: Vendor						Void Total: 0.00	Total without Voids: 385,432.15
Grand Total:						Void Total: 0.00	Total without Voids: 385,432.15

# Coversheet

## Insurance Review

<b>Section:</b>	II. Finance
<b>Item:</b>	C. Insurance Review
<b>Purpose:</b>	Discuss
<b>Submitted by:</b>	
<b>Related Material:</b>	2018-2019 Crossroads Charter Executive Summary (1).pdf





WORLD CLASS. LOCAL TOUCH.

**Confidential Executive Insurance Summary for**

**CROSSROADS CHARTER SCHOOLS, INC.**

Presented By: Brian Place, ARM, AINS, AIS, Executive Producer

Presented On: July 12, 2018

Policy Term: July 1, 2018 to July 1, 2019

## Summary of Coverages

<b>Crossroads Charter Schools, Inc.</b> <i>(Including Coverage for Crossroads Real Estate Company, Inc. &amp; Historic Virginia Hotel, LLC)</i>	
<i>Program Effective From 7/1/2018-7/1/2019</i>	<b><u>Annual Premium</u></b>
<b>Property, Liability "Package" Policy – Citizens Insurance Company of America (Hanover)</b>	
<b>Property</b>	<b>\$58,469.00</b>
Building(s)	
1015 Central Street, Kansas City, MO - \$5,200,000	
1029 Central Street, Kansas City, MO - \$1,171,448	
1009 Central Street, Kansas City, MO - \$7,500,000 (\$5,000 Ded. Applies For Wind/Hail Type Claims)	
1080 Washington Street, Kansas City, MO - \$7,439,480 (\$5,000 Ded. Applies For Wind/Hail Type Claims)	
808-816 Broadway Blvd., Kansas City, MO - \$21,000,000 (\$10,000 Ded. Applies For Wind/Hail Type Claims)	
Business Personal Property - (Limits Below Are Blanketed)	
1015 Central Street, Kansas City, MO - \$285,834	
1029 Central Street, Kansas City, MO - \$75,000	
1009 Central Street, Kansas City, MO - \$285,834 (\$5,000 Ded. Applies For Wind/Hail Type Claims)	
1080 Washington Street, Kansas City, MO - \$446,667 (\$5,000 Ded. Applies For Wind/Hail Type Claims)	
808-816 Broadway Blvd., Kansas City, MO - \$546,667 (\$10,000 Ded. Applies For Wind/Hail Type Claims)	
Business Interruption/Extra Expense – \$2,000,000 (72 Hour Deductible Applies)	
Mechanical/Equipment Breakdown – Included	
Valuation: Replacement Cost	
Deductible - \$1,000 All Perils (Except As Noted Above)	
Earthquake – \$8,246,448 (Blanket Limit - \$25,000 deductible)	
Flood – \$8,246,448 (Blanket Limit - \$25,000 Deductible)	
<b>Crime (Separate 3-Year Term Policy Underwritten by Hanover - Full Premium Paid In 2018)</b>	<b>\$2,862.00</b>
Employee Theft - \$500,000 (Includes ERISA - \$5,000 Deductible)	

## CROSSROADS CHARTER SCHOOLS INC.

<b>Liability</b>	<b>\$6,993.00</b>
General Liability - \$1,000,000 Per Occ./\$2,000,000 Aggregate	
Products Liability - \$1,000,000 Per Occ./\$2,000,000 Aggregate	
Personal & Advertising Injury - \$1,000,000	
Medical Expense - \$15,000	
Damage to Premises Rented to You - \$500,000	
Sexual Abuse & Molestation - \$1,000,000 Each Incident/\$2,000,000 Aggregate	
<i>Total Student Enrollment – Approximately 796</i>	
Hired & Non-Owned Auto Liability - \$1,000,000 Per Accident	
Hired Car Physical Damage - Comprehensive Coverage (\$100 Deductible)	
Hired Car Physical Damage - Collision Coverage (\$250 Deductible)	
Employee Benefits Plan Liability - \$1,000,000 Each Employee/\$1,000,000 Aggregate	
EBL Deductible - \$1,000 Each Employee	
<i>*EBL Coverage Applies On a "Claims-Made" Basis</i>	
<b>Builder's Risk Policy - Navigators Insurance Company - Effective 5/3/2018-11/3/2018</b>	<b>\$625.00</b>
<b>Property</b>	
Renovations & Improvements	
808-816 Broadway Blvd., Kansas City, MO - \$950,000	
Soft Cost Coverage - \$100,000	
Deductible: \$10,000	
Valuation: Replacement Cost	
<b>Workers' Compensation* Policy - Sentinel Insurance Company (Hartford)</b>	<b>\$17,970.00</b>
Statutory Benefits	
Employers Liability - \$500,000/\$500,000/\$500,000	
<i>Total Payroll – School Professional Employees &amp; Clerical - Approximately \$5,200,000</i>	
Experience Modification – 0.84	
<i>*Premium Adjustable, Per Payroll Audit</i>	
<b>Umbrella Liability Policy – Hanover Insurance Company</b>	<b>\$10,164.00</b>
\$10,000,000 (Each Occ./Agg.) Umbrella Over General, Auto, EBL and Employers Liability	
Retained Limit – Nil	

## CROSSROADS CHARTER SCHOOLS INC.

<b>Directors &amp; Officers/Employment Practices Liability* Policy - Indian Harbor Insurance Company</b>	<b>\$8,229.90</b>
Educators Management Liability - \$1,000,000 Each Claim (\$2,500 Retention)	
Employment Practices Liability (EPLI) - \$1,000,000 Each Claim (\$5,000 Retention)	
Includes "3rd Party" EPLI Coverage	
Includes "Wage & Hour" Coverage - \$50,000 Sub-Limit	
Maximum Policy Aggregate Limit - \$1,000,000	
<i>*All Coverage Applies On a "Claims-Made" Basis</i>	
<b>Active Shooter Protection Policy - Indian Harbor Insurance Company</b>	<b>\$8,550.15</b>
Active Shooter Event including Claim Expenses - \$1,000,000 Each Claim (\$10,000 Retention)	
Crisis Management - \$250,000 each and every Active Shooter Event/\$1,000,000 aggregate	
Funeral Expenses - \$250,000 each and every Active Shooter Event/\$1,000,000 aggregate	
Property Damage - \$500,000 each and every Active Shooter Event/\$500,000 aggregate	
Maximum Policy Aggregate Limit - \$1,000,000	
<i>*All Coverage Applies On a "Claims-Made" Basis</i>	
<b>Student Accident Policy – Federal Insurance Company (Chubb)</b>	<b>\$8,920.00</b>
Accidental Death & Dismemberment Benefit - \$20,000	
Accidental Medical Expense Benefit - \$25,000	
Policy Aggregate Limit - \$1,000,000	
<b>Data Breach Liability* - Beazley Insurance (Underwriters at Lloyd's of London)</b>	<b>\$4,828.95</b>
Aggregate Data Breach Liability Limit - \$1,000,000 Each Claim (\$5,000 Retention)	
Regulatory Defense & Penalties Sub-Limit - \$250,000 (\$5,000 Retention)	
PCI Fines & Costs Sub-Limit - \$100,000 (\$5,000 Retention)	
Aggregate Notified Individuals Limit - \$50,000	
Aggregate Legal & Forensic Expense Limit - \$250,000	
<i>* All Coverage Applies On a "Claims-Made" Basis</i>	
<b>Total:</b>	<b>\$127,612.00</b>

## CROSSROADS CHARTER SCHOOLS INC.

Crossroads Real Estate Company, Inc.	
<i>Program Effective From 7/1/2017-7/1/2018</i>	<b><u>Annual Premium</u></b>
<b>Directors &amp; Officers* Policy - Hanover Insurance Company</b>	<b>\$1,820.00</b>
Directors & Officers Liability Limit - \$1,000,000 Each Claim (\$5,000 Retention)	
Maximum Policy Aggregate Limit - \$1,000,000	
Additional Executive Liability Limit - \$500,000	
Excess Benefit Transactions Limit - \$25,000	
<i>*All Coverage Applies On a "Claims-Made" Basis</i>	
<b>Total:</b>	<b>\$1,820.00</b>
<b>Total - All Entities:</b>	<b>\$129,432.00</b>

**Important Note:** This Executive Summary is a highly condensed version of your coverage and premiums, for illustration purposes only. Please refer to the actual insurance policy(ies) themselves for specifics on all coverage terms, conditions, exclusions, and limitations.

## Best Financial Rating

Information is included below about the A.M. Best Company, our primary security rating source.

It is our firm's policy to recommend insurance companies evaluated as A++ and A+ (Superior), A and A- (Excellent) and no lower than B++ and B+ (Very Good) - all Secure ratings by Best's. The ratings of the insurance companies we propose are as follows:

### BEST'S RATING:

Line of Coverage	Insurance Carrier	Rating
Package, Crime Umbrella, D&O (CREC, Inc. only) Liability	Citizens Insurance Company of America (Hanover)	A XV as of 07/07/18
Workers' Compensation	Sentinel Insurance Company, Ltd. (Hartford)	A+ XV as of 7/07/17
Educators Management and Employment Practices Liability	Indian Harbor Insurance Company	A XV as of 03/06/18
Student AD&D	Federal Insurance Company (Chubb)	A++ XV as of 10/05/17
Data Breach Liability	*Beazley Insurance (Underwriters at Lloyd's of London)	A XIII as of 12/15/17

**\*NOTE: If a company is indicated as a Surplus Lines company by the use of \*, the placement does not benefit from State Guaranty Funds in the event of carrier insolvency.**

The eMD and Medefense policy will be issued by an insurer not authorized to do business in Kansas and as such the form, financial condition and rates are not subject to review by the Commissioner of Insurance and the insured is not protected by any guaranty fund.

Secure Best's Ratings	
A++ and A+ .....	Superior
A and A- .....	Excellent
B++ and B+ .....	Very Good
Vulnerable Best's Ratings	
B and B- .....	Fair
C++ and C+ .....	Marginal
C and C- .....	Weak
D .....	Poor
E .....	Under Regulatory Supervision
F .....	In Liquidation
S .....	Rating Suspended

Financial Size Categories (FSC)											
In Millions of U.S. dollars of reported capital, surplus and conditional reserve funds											
FSC I	less	than	1	FSC V	10	to	25	FSC IX	250	to	500
FSC II	1	to	2	FSC VI	25	to	50	FSC X	500	to	750
FSC III	2	to	5	FSC VII	50	to	100	FSC XI	750	to	1,000
FSC IV	5	to	10	FSC VIII	100	to	250	FSC XII	1,000	to	1,250
								FSC XIII	1,250	to	1,500
								FSC XIV	1,500	to	2,000
								FSC XV	Greater	Than	2,000



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# Coversheet

## Board Policy Updates

<b>Section:</b>	III. Governance
<b>Item:</b>	A. Board Policy Updates
<b>Purpose:</b>	Vote
<b>Submitted by:</b>	
<b>Related Material:</b>	Crossroads Charter Schools District Dyslexia Plan 2018-19.pdf



# Crossroads Charter Schools' Dyslexia Plan 2018-2019

The purpose of this document is to outline the actions of Crossroads Charter Schools as it relates to identifying and servicing students at-risk for dyslexia. This is in accordance with the [Missouri Department of Elementary and Secondary Education dyslexia guidance document and screening organizer](#).

## Screening

The following assessment tools will be utilized as evidence of scholar performance related to the skills listed below. These skills are listed in the DESE dyslexia guidance document and screening organizer for each grade level. Screening will identify scholars who are at risk of reading failure, be used to identify need for intervention, and set goals for achievement.

The following actions will be taken in accordance with state department guidance:

- First through third grade will be screened within the first thirty days of the school year, mid and end of the year benchmarking. Progress monitoring shall occur for scholars not meeting norms.
- PACE/Kindergarten will be screened by January 31, 2019. Kindergarten will also be screened by the end of the year. Progress monitoring shall occur for scholars not meeting norms.
- Screening will include K-3 scholars transferring from a school within state (not previously screened) and those students transferring from another state.
- A scholar will be screened in grades 4-12 if experiencing consistent difficulty in phonological awareness, phonics, fluency, or comprehension as noted by assessment scores, classroom teacher determination, or requested by the scholar's parent/guardian.
- For scholars 4th grade and above with a diagnosis of dyslexia or a specific learning in the disability in the area of reading through special education, formative data will be used to drive instruction and an additional screener will not be administered

Screening will be administered by classroom teachers. Training for individuals will be outlined in the professional development section of this document.



## **Analysis of Data**

Assessment results will be analyzed in grade level or Instructional Leadership Teams (Building ILTs) through a systematic process consistent throughout the district. These systems and processes should be utilized throughout the year, including progress monitoring periods. Students with deficits according to the assessments listed above will have specific identified instructional focus in the areas of phonological awareness, phonics, fluency, or comprehension as noted by the assessment.

## **Professional Development for Dyslexia**

Crossroads District will provide two hour of dyslexia inservice training to all practicing staff grades Kindergarten-twelve during the 2018-2019 school year. The training may include an introduction to dyslexia, dyslexia simulation, provide information on intervention, screening, progress monitoring, data based decision making, fidelity, and classroom supports.

[Quality Hill's Dyslexia 2018-19, Data & PD Plan](#)

[Central Street's Dyslexia 2018-19, Data & PD Plan](#)

Crossroads Preparatory Academy Dyslexia Data & PD Plan



# Coversheet

## Board Committees

<b>Section:</b>	III. Governance
<b>Item:</b>	B. Board Committees
<b>Purpose:</b>	Discuss
<b>Submitted by:</b>	
<b>Related Material:</b>	Board Member Agreement - September 2018.docx.pdf

## Crossroads Charter Schools Board of Directors Board Member Agreement

- signed by all new board members prior to joining the board
- signed by all existing board members annually

### Our Mission

Crossroads Charter Schools prepare and inspire students to build a better tomorrow by providing an academically rigorous K-12 education in a creative, collaborative, community-focused environment.

### Our Vision

Crossroads Charter Schools will be the premier school system in Kansas City and a destination for other educators seeking inspiration and best practices. Graduates of Crossroads Charter Schools will be scholarly, culturally literate and service-oriented individuals who will pursue their dreams relentlessly and have a positive impact on their family their community and the world.

### Board Member Expectations:

1. Support the Mission and Vision of the School
2. Prepare for and attend scheduled board meetings
3. Maintain a working knowledge of the financial and academic performance of the school
4. Serve on a minimum of one board committee or task force
5. Make an annual financial contribution
6. Complete 10 hours of training in the first year and 4 hours each year thereafter
7. Spend a half-day each year observing or volunteering in a classroom
8. Attend at least 2 school or fundraising events each school year
9. File an annual financial disclosure with the state of Missouri
10. Understand and sign the conflict of interest statement annually

11. Read and acknowledge the Bylaws of the Board of Directors
12. Participate in the annual performance review of the Executive Director
13. Participate in an annual self-review of the board
14. Maintain legal and regulatory compliance

Crossroads Charter Schools Responsibilities:

1. Provide Orientation for all new board members
2. Provide an annual Board Calendar
3. Maintain directors and officers liability insurance.
4. Provide important information on a timely basis
5. Provide a variety of training opportunities

\_\_\_\_\_  
Crossroads Schools Board President      Date

\_\_\_\_\_  
Signature of Board Member      Date

\_\_\_\_\_  
Printed name of Board Member

# Coversheet

## 2018-2019 Annual Board Calendar

<b>Section:</b>	III. Governance
<b>Item:</b>	C. 2018-2019 Annual Board Calendar
<b>Purpose:</b>	Discuss
<b>Submitted by:</b>	
<b>Related Material:</b>	Board Master Calendar.xlsx - Annual Agenda Items.pdf

Annual Board Meeting Agenda Items			
Agenda Item	Board Approval Required	Needs Board Review	Notes
<b>JULY</b>			
MckInney Vento Job Description Review	July		DESE requirement
Executive Director Job Description Review	July		
Conflict of Interest Statements	July		Annual signature by board
End of Year Financials	July		
UCM Accountability Contract	July		
Suicide Prevention Policy	July		
SPED Compliance Plan	July		MO State plan and local plan
District Assessment Plan	July		
Dyslexia Screening Plan	July		
Sunshine Law Review		July	Could have consultant review
<b>AUGUST</b>			
Annual Goals: Board Strategic Plan	August		
Annau Oversight Review	August		
Town Hall Meeting			
<b>SEPTEMBER</b>			
Board Self Assesment		Sept	
ED Survey and Self Assessment		Sept	
School Safety Update		Sept	
<b>OCTOBER</b>			
Annual Meeting - By Laws	October		
DESE Core Data Report		October	
Performance Review Complete		October	
Parent Involvement Committee Report		October	
<b>NOVEMBER</b>			
President confirm and executive summary of ED Review	November		Closed Session
Development Report		November	
<b>DECEMBER</b>			
Approve Audit	December		
<b>JANUARY</b>			
Approve Staff Increase	January		
School Safety Update		January	
Annual Goals: Board Strategic Plan		January	

Annual Board Meeting Agenda Items			
Agenda Item	Board Approval Required	Needs Board Review	Notes
<b>FEBRUARY</b>			
School Calendar	February		
Review Staffing Plan	February		
Financial Budget Forecast	February		
Long Term Enrollment Review		February	
Town Hall Meeting			
<b>MARCH</b>			
Approve 990	March		
Review Annual Draft Budget	March		
<b>APRIL</b>			
Review Annual Draft Budget		April	
Review Pro Forma (Budget)		April	
Review and Confirm Board Terms of Service	April		
Development Report		April	
<b>MAY</b>			
Review Annual Draft Budget		May	
Review Pro Forma (Budget)		May	
<b>JUNE</b>			
Approve Final Budget	June		
Approve Pro Forma (Budget)	June		
Health Insurance Renewal	June		
Transportation Renewal	June		
Food Services Renewal	June		
EdOps Renewal	June		
Property Insurance Review	June		
Elect Officers; Review and Confirm Board Terms of Service	June		
School Safety Update		June	