



## Crossroads Charter Schools

### Minutes

#### November Board Meeting

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**Date and Time**

Monday November 25, 2019 at 5:00 PM

**Location**

816 Broadway Blvd. Kansas City, MO

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**Trustees Present**

B. Sweetman, C. Benner, D. Charity, D. Yoder, G. Valdovino, J. Williams, L. Weekly, R. Moore

**Trustees Absent**

P. Hardwick, R. Cattelino

**Trustees who arrived after the meeting opened**

L. Weekly

**Guests Present**

C. Hughley, D. Johnson, 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 Nov 25, 2019 at 5:05 PM.

### **C. Recognition of New Board Members**

Beth Sweetman welcomes Chris Benner to the Board. Phyllis had a last-minute conflict and will join us next month!

### **D. Approve Minutes**

G. Valdovino made a motion to approve minutes from the October Board Meeting on 10-28-19 October Board Meeting on 10-28-19.

D. Yoder seconded the motion.

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

## **II. Finance**

### **A. October Financials**

Courtney Hughley focused on the Annotated Financial report.

A decrease in transportation, due to sharing routes within our schools.

Salary adjustments with staff who received advanced degrees.

Beth Sweetman questioned is there a better way to track or be prepared for staff who are receiving advanced degrees.

Overall forecasting \$169,000 ahead for the year.

Another check will happen mid-year to ensure all forecasted expenses are on point.

### **B. October Check Register**

Richard Moore completed a random check register check, found no discrepancies.

D. Charity made a motion to Approve.

G. Valdovino seconded the motion.

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

### **C. Financial Audit**

Richard Moore discussed the audit. Overall the audit appeared to be a great evaluation.

Courtney Hughley will prepare a response on items that we need to address from the audit and have the Finance Committee review. Once approved by the finance committee the Board would like to see.

Daniel Yoder - Is fundraising expenses captured anywhere in the audit?

*These items will be included in salaries, supplies, and services.*

Cash Flow Statement - a shift from indirect reporting to direct, recommends this process for Crossroads with the cash flow statement.

*This could be something we request and inquire about. To have both indirect and direct reports.*

L. Weekly arrived.

D. Charity made a motion to approve.

J. Williams seconded the motion.

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

### III. Educational Excellence

#### A. KCPS Funding Gap MOU

Dean Johnson provided an update on funding inequity.

MOU with KCPS has been reviewed by KCPS and MCPSA attorney's and this is the final draft. The intention of this MOU is to help get local dollars to Charter Schools. KCPS has asked this to be reviewed and signed by December so that their Board can review.

B. Sweetman made a motion to approve.

D. Yoder seconded the motion.

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

### IV. Governance

#### A. Board Committee Structure and Descriptions

Beth Sweetman discussed the committee descriptions and asked the Board to review and approve descriptions.

Due to the Board member's terms ending, we are needing to fill Officer roles for the Board.

Beth Sweetman will be resigning as she is moving out of state. She will remain on the Board for the remainder of her term (6-months) however, Ron Cattelino will take her place as Board President for the remainder of her term if Board approves.

The goal for tonight: Approve committee descriptions, approve Ron as President from January through July.

Open positions: Treasurer, Vice President, and Secretary. Board will send Beth their requests by December 9th, if interested in stepping up on a role.

D. Yoder made a motion to approve the description of committees.

C. Benner seconded the motion.

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

D. Charity made a motion to approve Ron Cattelino as Board Interim President from January 2020 through July 2020.

J. Williams seconded the motion.

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

## **V. Facilities**

### **A. Entegrity GMP and Financing**

Richard Moore discussed the financing for the Entegrity finance program for Crossroads Preparatory Academy, 816 Broadway Blvd. Commerce Bank did not recommend this form of financing for energy improvements at this building. Therefore, the Entegrity energy improvements will not happen at CPA. However, we are still considering these improvements at Central Street and Quality Hill.

Nothing to vote on tonight.

## **VI. Operations**

### **A. New Position Approval**

Courtney Hughley has asked the Board to approve a new position that was not included in the original budget for the 2019-2020 school year. Crossroads is low on Administrative staff compared to most Charter Schools. An Operations Administrative Assistant - manage day to day communications, the weekly newsletter, and social media as well as assisting with orders and invoices.

Conditionally approve this position, based on the outcomes of the KCPS decision on the funding inequity MOU. No need to VOTE.

## **VII. Closing Items**

### **A. Adjourn Meeting**

R. Moore made a motion to adjourn the meeting.

C. Benner seconded the motion.

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:30 PM.

Respectfully Submitted,

R. Uptergrove