

**ACADEMY FOR INTEGRATED ARTS
BOARD of DIRECTORS MEETING
MINUTES**

February 25, 2021

4:00 p.m.

7910 Troost Ave., Kansas City, Missouri

This was a virtual meeting held via Zoom.

Present: Emily Brown, Member
Lynne Brown, Chairman
David Disney, Member
Linda Edwards, Member
Brad Epsten, Member
Cara Newell, Treasurer
Jennifer Waddell, Member (4:30)

Also Present: Tricia DeGraff, Executive Director
Karren Colbert, Principal

I. CALL TO ORDER AND ROLL CALL

Lynne Brown called the meeting to order at 4:04
Revision to the agenda to include approval of the February 22nd Executive Session meeting of the board; and the revision to board policy 2.23: omitting "Board Members' Children."

II. FINANCIAL REPORT

Budget report-Cara Newell

III. CONSENT AGENDA ITEMS

- Approval of the minutes from the January 28, 2021 board meeting
- Approval of the warrant list (check registry and purchasing card record)
- Approval of the financial report
- Approval of the February 22nd Executive Session meeting of the board
Motion to approve consent agenda: Brad Epsten
Second: Cara Newell
Vote: 6-0

IV. ACTION ITEMS

- Approval of the resignation of Teri Fulton, interventionist, and
- Approval of the resignation of Arica Miller, social worker:
Motion: David Disney
Second: Linda Edwards
Vote: 6-0
- Approval of K12ITC contract extension:
Motion: Finance Committee
Vote: 6-0
Approval of Internet Service Provider Contract:
Motion: Cara Newell
Second: Emily Brown
Vote: 6-0

- Resolution to amend the Academy for Integrated Arts Bylaws by adding the office of Vice President under Article III, Officers of Board:
Motion: David Disney
Second: Brad Epsten
Vote: 7-0
- Approval of revision to board policy 2.23: omitting "Board Members' Children:"
Motion: Cara newell
Second: David Disney
Vote: 7-0

V. EXECUTIVE DIRECTOR'S REPORT

- Monthly Update -Tricia DeGraff (attachment)

VI. DISCUSSION ITEMS/COMMITTEE REPORTS

- Education Committee met on February 9th (attachment)
- Audit/Finance met on February 17th (attachment)
- Governance Committee met on February 17th (attachment).

VII. NEW BUSINESS

None

VIII. EXECUTIVE SESSION

None

IX. ADJOURNMENT

Motion to adjourn: Jennifer Waddell

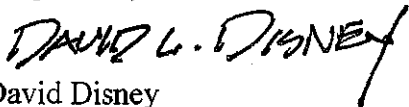
Second: Brad Epsten

Vote: 7-0

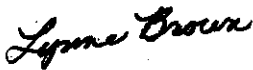
Meeting adjourned at 6:00 p.m.

Next Board Meeting is on March 25, 2021 at 4:00 p.m.

Respectfully submitted,



David Disney
Secretary



Lynne Brown
Chairman



**Executive Director's Report
February 25, 2021**

| Grade | waitlist | 8/25 | 9/21 | 10/20 | 12/7 | 1/25 | 2/22 | | | | |
|-----------------|------------|------------|------------|------------|------------|------------|------------|--|--|--|--|
| PK | 60 | 13 | 12 | 12 | 12 | 12 | 12 | | | | |
| TK | 0 | 4 | 3 | 3 | 3 | 3 | 3 | | | | |
| K | 5 | 44 | 45 | 45 | 44 | 44 | 44 | | | | |
| 1 st | 24 | 47 | 46 | 46 | 45 | 44 | 44 | | | | |
| 2 nd | 6 | 40 | 39 | 43 | 42 | 42 | 42 | | | | |
| 3 rd | 8 | 43 | 42 | 42 | 42 | 42 | 42 | | | | |
| 4 th | 34 | 28 | 28 | 28 | 27 | 27 | 27 | | | | |
| 5 th | 30 | 25 | 24 | 24 | 22 | 22 | 22 | | | | |
| 6 th | 5 | 20 | 20 | 20 | 20 | 20 | 20 | | | | |
| Total | 173 | 264 | 259 | 263 | 257 | 256 | 256 | | | | |

***We will potentially receive funding for about 10 of our 13 PK students.**

Since January 25, 2021, 1 student has withdrawn.
Their reasons for withdrawing are below.

| Number | Where | Reason |
|--------|---------|---------|
| 1 | Unknown | Unknown |

Year to Date Attendance Percentage

| Grade | 9/21 | 10/20 | 12/4 | 1/22 | 2/19 | | | | | | |
|-----------------|------------|------------|------------|------------|------------|--|--|--|--|--|--|
| PK/K | 85% | 88% | 88% | 86% | 75% | | | | | | |
| 1 st | 81% | 80% | 83% | 81% | 76% | | | | | | |
| 2 nd | 85% | 87% | 88% | 86% | 85% | | | | | | |
| 3 rd | 82% | 83% | 85% | 85% | 84% | | | | | | |
| 4 th | 89% | 86% | 87% | 91% | 92% | | | | | | |
| 5 th | 83% | 83% | 88% | 88% | 86% | | | | | | |
| 6 th | 93% | 92% | 91% | 92% | 90% | | | | | | |
| Overall | 85% | 85% | 86% | 87% | 84% | | | | | | |

Note about this attendance percentage: This percentage takes into account all live sessions. Some classrooms have four live sessions a day, so a student could attend every day, but if they miss one of the sessions, that lowers their participation percentage.

| Grade | 2/19 | | | | | | |
|-----------------|------------|--|--|--|--|--|--|
| PK/K | 79% | | | | | | |
| 1 st | 79% | | | | | | |
| 2 nd | -- | | | | | | |
| 3 rd | -- | | | | | | |
| 4 th | -- | | | | | | |
| 5 th | -- | | | | | | |
| 6 th | -- | | | | | | |
| Overall | 79% | | | | | | |

We anticipated the onsite attendance would be lower than a typical school year, but do want to carefully monitor this. Our student support team is looking at this more carefully.

Onsite programming update

Currently we have 32 PK/Kindergarten students and 26 first grade students onsite, as well as 25 students participating in our extenuating circumstances program. The students in the extenuating circumstances program include students with IEPs.

Since our board last met, all of our families have completed the decision form regarding the March 3rd return to onsite school. As of March 3rd, we will have 161 students (63%) enrolled in the onsite program & 95 (37%) students enrolled in the remote program.

February 3rd, 2021 Book Distribution

Book and supply distribution on Feb. 3rd was a success! It was a much warmer day than our originally scheduled (and snowed out) day. You might have seen some of the social media posts, but here are a couple of the live news clips:

[Clip 1](#) and [Clip 2](#)

Thanks to Scripps Media, KSHB 41 and Scholastic News for contributing books to our school.

Staff Recruitment

I have been engaging in staff recruitment activities, such as UMKC's Teacher Recruitment Day.

Student Recruitment Events

We held **two virtual open houses**.

February 6, 2021 and February 11, 2021

On February 20, we also participated in **School Saturday**, a virtual recruitment event organized by Show

Me KC Schools.

The initial deadline for School App KC was on February 22, 2021. We will hold our lottery by March 1 and families will be notified if they have a spot on March 1. Families will have until March 8 to either accept or decline a seat at AFIA. This is the same timeline for all schools involved in School App KC.

Recruitment Updates for 2021-2022

School App KC Applications

| Grade | 12/1 | 12/8 | 1/25 | 2/22 |
|--------------|-----------|-----------|-----------|------------|
| PK | 9 | 12 | 28 | 48 |
| TK | 1 | 1 | 3 | 7 |
| K | 9 | 10 | 26 | 48 |
| 1st | 2 | 3 | 7 | 15 |
| 2nd | 3 | 2 | 6 | 16 |
| 3rd | 2 | 3 | 7 | 11 |
| 4th | 1 | 1 | 3 | 8 |
| 5th | 1 | 1 | 5 | 7 |
| 6th | 0 | 0 | 1 | 5 |
| Total | 28 | 33 | 86 | 165 |

For context, by the application date of March 2, 2020, we had 326 applications. The first deadline in 2020 was March 2. In 2021, the first deadline was February 22. We have learned that school applications are down across Kansas City and the nation.

Upcoming Board Opportunities

March 3rd - 2nd - 6th grade return to onsite learning

April 5th - Professional Development (Virtual icebreaker - more information is forthcoming)

May 7th - Professional Development (Virtual icebreaker - more information is forthcoming)

From the AFIA classroom: Unfinished Work

**ACADEMY FOR INTEGRATED ARTS
EDUCATION COMMITTEE AGENDA**

February 9, 2021

4:00 PM

7910 Troost Ave., Kansas City, Missouri

Due to concerns related to COVID-19, the meeting will be held via Zoom. To join the meeting, please use this link:

<https://umsystem.zoom.us/j/99878187401?pwd=eFhkRGVXZ3NqaDZVeUVBY25wc1ZoQT09.>

I. CALL TO ORDER

II. DISCUSSION ITEMS

- Update on internal assessments and academic dashboard
- Return to onsite school updates
- Strategic planning next steps

**ACADEMY FOR INTEGRATED ARTS
FINANCE COMMITTEE MEETING
AGENDA**

Wednesday, February 17, 2021
2:00 p.m.

The meeting will be held via Zoom. To join the meeting, please type <https://zoom.us> into your web browser. You will be prompted to enter the meeting ID: 917 1862 9229 and the password: cqvjE5.

- I. Call to order.
- II. Review of forecast and actual results as of January 31, 2021.
- III. Update on 2021- 2022 budget and staffing considerations
- IV. K12itc Albert agreement – Review of contract extension to manage school technology infrastructure.
- V. Other business.
- V. Adjournment.

**ACADEMY FOR INTEGRATED ARTS
FINANCE COMMITTEE MEETING MINUTES**

February 17, 2021

The meeting was held via Zoom. In attendance: Tricia DeGraff, Peter Brown, Paul Greenwood, Rex Rajkumar and Cara Newell

I. Call to order.

II. Review of forecast as of January 31, 2021.

| | Jan 31 forecast | Dec 31 forecast | Budget |
|--------------|------------------------|------------------------|---------------|
| Revenue | 3,649,000 | 3,566,000 | 3,675,000 |
| Expense | 3,782,000 | 3,776,000 | 3,946,000 |
| Net loss | (133,000) | (210,000) | (271,000) |
| Ending cash | 759,700 | 682,000 | 621,000 |
| Days of Cash | 72 | 65 | 57 |

Revenue: The forecast has improved by \$83,000 since December. This is due to an additional \$67,000 expected from KCPS MOU and \$16,000 increase in Medicaid program revenue.

Expense: The forecast has remained stable.

Cash disbursements report (aka check register and purchase card report) were reviewed. All expenditures appear to be in order.

III. Update on 2021- 2022 budget and staffing considerations

Cara and Tricia will continue to work on human resources budget including funding for the co-teaching model.

IV. K12itc Albert agreement – Review of contract extension to manage school technology infrastructure.

After discussion, approved 5-year contract extension.

V. Other business.

Review of internet provider bids. See attached. Approved decision to go with Bluebird.

VI. Adjournment.

ACADEMY FOR INTEGRATED ARTS FINANCE COMMITTEE MEETING MINUTES

February 17, 2021

| Service Provider | Bandwidth | Cost/Month | AFIA's estimated cost | Length of Service (Months) | 36 Month Cost | 10% of this (AFIA's estimated cost) |
|-----------------------------|-----------|------------|-----------------------|----------------------------|---------------|-------------------------------------|
| Spectrum [1] | 200 Mb | \$1,925 | \$183 | 12 | \$80,300 | \$8,030 |
| | 500 Mb | \$1,935 | \$184 | | \$80,680 | \$8,068 |
| | 1 Gb | \$1,950 | \$185 | | \$70,200 | \$7,020 |
| | 2 Gb | \$2,800 | \$280 | | \$100,800 | \$10,080 |
| | 200 Mb | \$847 | \$85 | 36 | \$30,482 | \$3,048 |
| | 500 Mb | \$1,100 | \$110 | | \$39,600 | \$3,960 |
| | 1 Gb | \$1,200 | \$120 | | \$43,200 | \$4,320 |
| | 2 Gb | \$2,080 | \$208 | | \$74,880 | \$7,488 |
| | 200 Mb | \$750 | \$75 | 60 | \$27,000 | \$2,700 |
| | 500 Mb | \$850 | \$85 | | \$34,200 | \$3,420 |
| | 1 Gb | \$1,200 | \$120 | | \$43,200 | \$4,320 |
| | 2 Gb | \$1,820 | \$182 | | \$85,520 | \$8,552 |
| Consolidated Communications | 200 Mb | \$1,857 | \$186 | 36 | \$80,852 | \$8,085 |
| Bluebird | 200 Mb | \$720 | \$72 | 36 | \$25,920 | \$2,592 |
| | 500 Mb | \$875 | \$88 | | \$31,500 | \$3,150 |
| | 1 Gg | \$850 | \$85 | | \$34,200 | \$3,420 |
| | 200 Mb | \$620 | \$62 | 60 | \$22,320 | \$2,232 |
| | 500 Mb | \$775 | \$78 | | \$27,900 | \$2,790 |
| | 1 Gg | \$920 | \$92 | | \$33,120 | \$3,312 |
| EMG Networks | 250 Mb | \$1,055 | \$105 | 36 | \$37,980 | \$3,798 |
| | 500 Mb | \$1,385 | \$140 | | \$50,220 | \$5,022 |
| | 1 Gb | \$1,545 | \$155 | | \$55,820 | \$5,582 |
| | 2 Gb | \$2,495 | \$250 | | \$89,820 | \$8,982 |

**ACADEMY FOR INTEGRATED ARTS
GOVERNANCE COMMITTEE MEETING
AGENDA**

February 17th, 2021
4:30 p.m. – 5:30pm

Zoom Web Meeting Details

<https://us02web.zoom.us/j/9103996908?pwd=L1Vwbnp0MjVhcmdnNHVMaWx0eEd2Zz09>

Meeting ID: 910 399 6908

Passcode: 5t441D

Zoom Dial in Details

+1 669 900 9128 US (San Jose) +1 253 215 8782 US (Tacoma) +1 346 248 7799 US (Houston) +1 646
558 8656 US (New York) +1 301 715 8592 US (Washington D.C) +1 312 626 6799 US (Chicago)

Meeting ID: 910 399 6908

Passcode: 560224

- I. Call to Order
- II. Board Engagement with AFIA community
- III. Strategic Plan Tasks
- IV. Adjournment

ACADEMY FOR INTEGRATED ARTS

Governance Committee

Meeting Minutes

February 17th, 2021

4:30 p.m.- 5:30p.m.

Zoom Meeting

I. Call to Order

Janice Small called the meeting to order at 4:32p.m.

Meeting Attendees

Emily Brown

Lynne Brown

Tricia DeGraff

Janice Small

II. Strategic Plan

Meeting participants discussed the draft Governance goals input sent on 1/26/2021 from Kent Peterson with the Strategic Organization

- An updated version of the Governance goals and action plan will be sent to the team for review by COB 2.24.2021

III. Board Engagement Opportunities

The team explored opportunities for the Board to interact more frequently with the AFIA Families and Staff

IV. Adjournment

Meeting concluded at 530pm