

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

March 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  
Peter Brown, Member  
David Disney, Member  
Linda Edwards, Member  
Brad Epsten, Member  
Cara Newell, Treasurer  
Janice Small, Member  
Jennifer Waddell, Member

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

Before the meeting began Allison Doerr and Keyonia Cobbins shared their experiences as teachers during Covid. This was a very enlightening insight and the board was very appreciative of the endurance and hard work of these two outstanding educators.

**I. CALL TO ORDER AND ROLL CALL**

Lynne Brown called the meeting to order at 4:15

**II. FINANCIAL REPORT**

Budget report-Cara Newell

**III. CONSENT AGENDA ITEMS**

- Approval of the minutes from the February 25, 2021 board meeting
- Approval of the warrant list (check registry and purchasing card record)
- Approval of the financial report
- Approval of the March 3<sup>rd</sup> Executive Session meeting of the board  
Motion to approve consent agenda: Linda Edwards  
Second: Brad Epsten  
Vote: 9-0

#### **IV. ACTION ITEMS**

- Approval of the strategic plan:  
Motion: Education Committee  
Vote: 9-0
- Approval of Karren Colbert as 504 Coordinator:  
Motion: Jennifer Waddell  
Second: Linda Edwards  
Vote: 9-0
- Approval of Phoebe Bassue as Foster Care Point of Contact; and  
Approval of Phoebe Bassue as Families in Transition Liaison:  
Motion: David Disney  
Second: Brad Epsten  
Vote: 9-0
- Approval of the following designated Title IX Liaison role: Asha Moore, investigator:  
Motion: Linda Edwards  
Second: Peter Brown  
Vote: 9-0
- Approval of changes to the 2020-2021 School Calendar  
Motion: David Disney  
Second: Cara Newell  
Vote: 9-0
- Approval of the 2021-2022 School Calendar  
Motion: Jennifer Waddell  
Second: Emily Brown  
Vote: 9-0
- Approval of course completion definition for remote instruction during the 2020-2021 school year:  
Motion: Linda Edwards  
Second: Jennifer Waddell  
Vote: 9-0
- Approval of updates to AFIA's return to school plan:  
Motion: Cara Newell  
Second: Brad Epsten  
Vote: 9-0

#### **V. EXECUTIVE DIRECTOR'S REPORT**

- Monthly Update -Tricia DeGraff (attachment)

#### **VI. DISCUSSION ITEMS/COMMITTEE REPORTS**

- Education Committee met on March 8<sup>th</sup> (attachment)
- Audit/Finance met on March 19<sup>th</sup> (attachment)
- Governance Committee met on March 17<sup>th</sup> (attachment)

#### **VII. NEW BUSINESS**

None

**VIII. EXECUTIVE SESSION**

None

**IX. ADJOURNMENT**

Motion to adjourn: Peter Brown

Second: Brad Epsten

Vote: 9-0

Meeting adjourned at 5:30 p.m.

Next Board Meeting is on April 22, 2021 at 4:00 p.m.

Respectfully submitted,

*DAVID L. DISNEY*

David Disney

Secretary

*Lynne Brown*

Lynne Brown

Chairman



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

Grade	waitlist	8/25	9/21	10/20	12/7	1/25	2/22	3/19			
PK	60	13	12	12	12	12	12	12			
TK	0	4	3	3	3	3	3	3			
K	5	44	45	45	44	44	44	44			
1 <sup>st</sup>	24	47	46	46	45	44	44	42			
2 <sup>nd</sup>	6	40	39	43	42	42	42	41			
3 <sup>rd</sup>	8	43	42	42	42	42	42	40			
4 <sup>th</sup>	34	28	28	28	27	27	27	27			
5 <sup>th</sup>	30	25	24	24	22	22	22	23			
6 <sup>th</sup>	5	20	20	20	20	20	20	20			
<b>Total</b>	<b>173</b>	<b>264</b>	<b>259</b>	<b>263</b>	<b>257</b>	<b>256</b>	<b>256</b>	<b>252</b>			

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

Since February 21, 2021, 5 students have withdrawn.  
Their reasons for withdrawing are below.

Number	Where	Reason
2	Blue Springs	Moved out of district
3	Texas & Oklahoma	Moved out of state

**Year to Date Attendance Percentage**

Grade	9/21	10/20	12/4	1/22	2/19	3/18					
PK/K	85%	88%	88%	86%	75%	83%					
1 <sup>st</sup>	81%	80%	83%	81%	76%	82%					
2 <sup>nd</sup>	85%	87%	88%	86%	85%	88%					
3 <sup>rd</sup>	82%	83%	85%	85%	84%	86%					
4 <sup>th</sup>	89%	86%	87%	91%	92%	92%					
5 <sup>th</sup>	83%	83%	88%	88%	86%	88%					
6 <sup>th</sup>	93%	92%	91%	92%	90%	86%					
<b>Overall</b>	<b>85%</b>	<b>85%</b>	<b>86%</b>	<b>87%</b>	<b>84%</b>	<b>84%</b>					

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	3/18					
PK/K	79%	81%					
1 <sup>st</sup>	79%	80%					
2 <sup>nd</sup>	--	81%					
3 <sup>rd</sup>	--	83%					
4 <sup>th</sup>	--	86%					
5 <sup>th</sup>	--	83%					
6 <sup>th</sup>	--	88%					
<b>Overall</b>	<b>79%</b>	<b>82%</b>					

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

- As of March 3rd, all students whose families have opted for onsite learning are onsite from Mondays - Thursdays. Currently, we have 168 students (67%) enrolled in the onsite program & 84 (33%) students enrolled in the remote program. This is an increase over what we anticipated. As families have requested to come onsite, we have made this modification, if we have space in our onsite program.
- We had one positive COVID case at AFIA during the week of March 15th. Due to this, we had to quarantine one cohort of 11 students. We sent this [letter](#) to all AFIA families.
- Over 80% of the AFIA staff have been fully vaccinated.

### Other Updates

- On March 5th, our DEI cohort participated in Beloved Community Cohort: Equity in Schools Kansas City Session 1: Foundations of Racial Equity. AFIA is joining seven other districts from across the metro and across both state lines in this cohort.
- AFIA teachers, Vonnie Clark and Haley Hurst, did an excellent job discussing the importance of addressing implicit bias in the classroom as a part of KSHB's special on implicit bias. The entire special was thought-provoking and addressed implicit bias across multiple contexts. If you missed the 6 PM special on 41 Action News - KSHB-TV about implicit bias, you can view the education segment by clicking on the link: <https://www.kshb.com/news/local-news/addressing-implicit-bias-in-the-classroom>. This is a 3 minute clip from the 60 minute special.

## Recruitment Updates for 2021-2022

On March 29th, we notified families of their enrollment status based on our lottery. On March 29th, we offered spots to 108 students across PK - 6th grade. Most of our open seats are in kindergarten.

### Enrollment Update As of 3/22/21

Status	PK	TK	K	1	2	3	4	5	6	Total
Offered	0	4	9	1	4	1	2	0	1	22
Accepted	10	3	9	1	1	2	3	0	0	29
Reg in Progress	2	0	6	1	0	2	0	0	1	12
Reg Complete	1	1	6	1	0	2	1	1	0	13
Reg Verified	0	0	0	0	0	0	0	0	0	0
Current AFIA Students (21-22 grade level)	0	0	15	44	42	41	40	27	23	232
<b>Total</b>	<b>13</b>	<b>8</b>	<b>45</b>	<b>48</b>	<b>47</b>	<b>48</b>	<b>46</b>	<b>28</b>	<b>25</b>	<b>308</b>
Waitlisted	35	0	3	12	5	4	1	6	0	66
Declined	0	2	21	2	5	5	3	1	2	41

Enrollment Target (21 students per class): 273

### Upcoming Board Opportunities

- April 5th - Professional Development (Virtual icebreaker - 9-9:30 AM)

*Please let Tricia know by March 31st if you are interested in participating in the virtual ice breaker with the AFLA staff.*

- May 7th - Professional Development (Virtual icebreaker - more information is forthcoming)
- Teacher Appreciation Week: May 3 - 7

**ACADEMY FOR INTEGRATED ARTS  
EDUCATION COMMITTEE AGENDA**

March 15, 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
- Update on Education Board Partners/School Smart KC Data Project
- Strategic planning next steps

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

April 16, 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. Financial Statement Review as of March 31, 2021. (Full Report – Attachment B)**

	<b>Forecast prepared March 31 2021</b>	<b>Forecast prepared Feb 28 2021</b>	<b>Budget approved in June 2020</b>
Revenue	3,675,000	3,678,000	3,675,000
Expense	3,604,400	3,694,000	3,946,000
Net Income (Loss)	70,600	(16,000)	(271,000)
Ending cash	963,000	876,000	621,000
Days of Cash	98	85	57

Revenue: Revenue forecast remains stable since last month and is on budget.

Expense: Expense forecast continues to decrease due to on-going savings in salaries, benefits and transportation costs. We discussed the need for additional professional development over the summer to ensure our teachers are prepared to meet the extra needs of our students due to the pandemic. While we will discuss in more detail next month, we generally approved offering stipends to the teachers for this extra work. This may increase our expense forecast next month. However, we are in a good cash position to accommodate those expenses.

**III. Review of Cash Disbursements report (See Attachment A)**

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

**IV. Update on 2021-2022 budget and staffing considerations.**

A very preliminary budget was reviewed that contemplated the additional staffing needs to carry out the co-teaching model discussed last month. While we know we will receive ESSER II and American Rescue Plan funding, we feel it best to have firmer information regard those amounts before we present the budget to the full board. We will present the preliminary budget to the board at the May meeting.

**V. Other Business**

**VI. Adjournment**



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

April 21<sup>st</sup>, 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: 5t44ID

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 Annual Calendar
- III. Board Retreat Planning
- IV. Adjournment

**ACADEMY FOR INTEGRATED ARTS**

**Governance Committee**

**Meeting Minutes**

April 21<sup>st</sup>, 2021

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

Zoom Web Meeting Details

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

Meeting ID: 910 399 6908

Passcode: 560224

**I. Call to Order**

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

Meeting Attendees

Lynne Brown - Board Member

Tricia DeGraff - Executive Director

Emily Brown - Board Member

Janice Small - Board Member

**II. Board Annual Calendar**

The team collaborated regarding the Board calendar reviewing examples and criteria needed. Additional input will be provided for a draft to be reviewed soon.

**III. Board Retreat**

The team proposed 2 potential Board retreat dates. An email communication will be sent to entire Board to confirm the dates and agenda.

**IV. MCPSA Self-Assessment**

Each Governance Committee member will complete Governance related indicators and collaborate during the May Governance meeting.

**V. Adjournment**

Meeting concluded at 5:40pm