

**ACADEMY FOR INTEGRATED ARTS
BOARD of DIRECTORS MEETING
MINUTES
May 27, 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
Jennifer Waddell, Member (4:20)

Also Present: Tricia DeGraff, Executive Director
Karren Colbert, Principal
Asha Moore, Assistant Principal

I. CALL TO ORDER AND ROLL CALL

Lynne Brown called the meeting to order at 4:10
Anne Nichols, Finance Specialist, Ed-Ops, presented and discussed with the board and Leadership Team the results of the Operational Risk Assessment that Ed-Ops did for AFIA. (attachment)

II. FINANCIAL REPORT

Budget report-Cara Newell

III. CONSENT AGENDA ITEMS

- Approval of the minutes from the April 22, 2021 board meeting
- Approval of the warrant list (check registry and purchasing card record)
- Approval of the financial report
Motion: Jennifer Waddell
Second: Brad Epsten
Vote: 8-0

IV. ACTION ITEMS

- Approval to Board Policy revisions:
Motion: Peter Brown
Second: Emily Brown
Vote: 8-0

- Approval to hire Lacy Cunningham, enrichment teacher:
- Approval to hire Lily Cosgrove, classroom teacher:
- Approval to hire Kiara Ray, classroom teacher:
Motion: Education Committee
Vote: 8-0

V. EXECUTIVE DIRECTOR'S REPORT

- Monthly Update -Tricia DeGraff (attachment)

VI. DISCUSSION ITEMS/COMMITTEE REPORTS

- Education Committee met on May 24th (attachment)
- Audit/Finance Committee met on May 19th (attachment)
- Governance Committee met on May 19th (attachment)

VII. NEW BUSINESS

None

VIII. EXECUTIVE SESSION

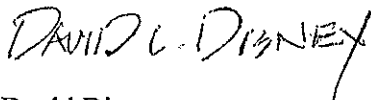
None

IX. ADJOURNMENT

Motion to adjourn: Peter Brown
Second: Brad Epsten
Vote: 8-0

Meeting adjourned at 6:05 p.m.
Next Board Meeting is on June 24, 2021 at 4:00 p.m.

Respectfully submitted,



David Disney
Secretary



Lynne Brown
Chairman



**Executive Director's Report
May 27, 2021**

Grade	waitlist	8/25	9/21	10/20	12/7	1/25	2/22	3/19	4/16	5/20
PK	60	13	12	12	12	12	12	12	12	12
TK	0	4	3	3	3	3	3	3	3	3
K	5	44	45	45	44	44	44	44	44	44
1 st	24	47	46	46	45	44	44	42	42	42
2 nd	6	40	39	43	42	42	42	41	41	41
3 rd	8	43	42	42	42	42	42	40	40	40
4 th	34	28	28	28	27	27	27	27	27	27
5 th	30	25	24	24	22	22	22	23	23	23
6 th	5	20	20	20	20	20	20	20	20	20
Total	173	264	259	263	257	256	256	252	252	252

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

Since April 16th, 2021, 0 students have withdrawn.

Year to Date Attendance Percentage

Grade	9/21	10/20	12/4	1/22	2/19	3/18	4/16	5/20
PK/K	85%	88%	88%	86%	75%	83%	85%	76%
1 st	81%	80%	83%	81%	76%	82%	83%	75%
2 nd	85%	87%	88%	86%	85%	88%	91%	82%
3 rd	82%	83%	85%	85%	84%	86%	87%	79%
4 th	89%	86%	87%	91%	92%	92%	94%	85%
5 th	83%	83%	88%	88%	86%	88%	90%	81%
6 th	93%	92%	91%	92%	90%	86%	87%	79%
Overall	85%	85%	86%	87%	84%	84%	87%	76%

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	4/16	5/20
PK/K	79%	81%	85%/87%	87%/85%
1 st	79%	80%	91%	86%
2 nd	--	81%	90%	93%
3 rd	--	83%	90%	91%
4 th	--	86%	94%	94%
5 th	--	83%	83%	88%
6 th	--	88%	92%	93%
Overall	79%	82%	89%	89%

*The data shared in February and March included data from remote days, thus was not accurate. The data being shared this month for onsite learning only includes onsite days. However, this data does not include tardies and or when students leave early, so this is being shared as an estimate. Per state requirements, a student's attendance in the fixed blended pattern of instruction is based on attendance during the onsite portion. The rate of attendance is applied to all possible hours for the year for that student. For more information, please see this [FAQ document](#) provided by DESE. At AFIA, we have students participating in the fixed blended model and virtual learning. Attendance will be calculated in both programs as required by DESE.

Onsite programming update

- We are wrapping up the final days of the 2020 - 2021 school year. We continue to have about 70% of our students onsite.
- All students (remote and onsite) are invited to attend our field day on June 1. We are excited to provide this opportunity for students to end the year onsite with a fun, memorable field day.
- Our remote students were excited to come onsite for Missouri Assessment Program (MAP) grade level exams. We appreciate our students, their families and the AFIA staff who worked to make this possible.

We are pleased to share that we will exceed the expectation set by the state to test 85% of our students. The data reflecting this is below:

Grade	Number of students by grade (remote & onsite)	Number of students tested	Current testing completion	Number of students we anticipate testing	Tracking towards completion
3rd	40	36	90%	37	93%
4th	27	25	93%	25	93%
5th	23	21	91%	23	100%
6th	20	17	85%	19	95%
Total	110	99	90%	104	95%

Summer programming update

- This summer we are focusing our efforts on strategic planning for the 2021 - 2022 school year and providing Professional Development opportunities for teachers. The summer work with teachers will include project approach training, math curriculum development and arts integration workshops.
- School Smart KC is helping to fund virtual tutoring for primary students who need extra support. We are currently working to select the vendor and finalizing which students we will ask to participate. We are excited for this opportunity to support our students. We appreciate that not only is SSKC providing the funding, but they also set up a structure to provide this extra layer of support.

Other Updates

- Thank you to all everyone who helped make Teacher Appreciation Week a success! Our teachers appreciated all of the support, meals and other gifts. Thank you!
- We received the following grant funding:
 - Copaken
 - Gottlieb
- I was asked to identify a teacher to participate in a state-wide data advisory committee that DESE is convening. Sarah Horne agreed to represent AFIA on this state-wide committee. She is one of five teachers from the entire state participating on this data committee. The committee is tasked with reviewing the DESE Data Dashboard to assess the clarity, accessibility, and depth of data. As DESE makes updates to the dashboard (adding additional data and changing the layout) they will send the committee links to provide feedback. We appreciate that Sarah is representing AFIA on this state-wide committee.
- In August, Allison Doerr was selected to be one of eight Arts Integration Teacher Leaders from across the KC Metro. There are four teacher leaders from Missouri and four from Kansas. As a part of this cohort, Allison has engaged in a year-long professional development experience led by Kennedy Center teaching artists, Sean Layne and Melanie Rick. I asked Allison to share a reflection:
It has been an honor learning from Sean and Melanie and working alongside other teachers from the Kansas City Metro area that are also passionate about arts integration. Before the program, I would have said I was pretty strong at integrating the arts into learning. Meeting with experienced arts integration leaders challenged me and allowed me to see the areas I could deepen my understanding and implementation. My classroom this year is now a place where even more movement, tableau, actor's toolbox, portrait reading and more can be seen each day!
- I represented AFIA at a panel on April 28th hosted by Show Me KC Schools: "The Impact of Covid-19 on Education: A Conversation about Kansas City's Response"
- We are working diligently to hire individuals for the co-teaching model we have discussed. We are finding it is challenging to find enough candidates to fill these positions.
- I am sharing an anecdote to exemplify the importance of our partnerships and our staff goes above and beyond to meet the needs of our students:
 - One of our Literacy Lab tutors, Maddie Bruegger, reported that two of her first grade students were not making progress and based on what she was noticing, she had some questions. She reached out to her internal coach Cynthia Schmidt and her Literacy Lab Coaching Specialist, Renae Lloyd. After the team observed and learned more, they reached out to me suggesting that the two students might need eye exams. Our nurse, Crissy Knauts, went to work, finding the families a place to get an eye exam and glasses if needed. Through cold calling, she identified an optometrist who would give the children eye exams and free glasses if needed. One family visited that optometrist. The other family was able to get their eye exam from Swope. Both children needed glasses and will be getting new glasses soon. This will potentially cause both students to grow tremendously as readers. Our previous social worker, Arica Miller, was working on finding an organization to do vision screenings at AFIA, but then the pandemic hit. This will be a priority for the 2021-2022 school year.
- As we finish out the 2020 - 2021 school year, I have to say -- whew! It has been a busy few days. See this [slide deck](#) for some images from the following events:
 - Scholastic Book Fair
 - 1st Grade Fashion Show

- PK/Kinder Zoo Field Trip
- 6th Grade Camping Trip at Camp Wildwood
- PK/Kinder Celebration Drive Through Graduation\
- Annual Evaluation of Title I.A, Title II.A, and Title IV.A Federal Programs and Annual Review of ESEA Consolidated Plans Meeting
- Celebration of Learning
- 6th Grade Send-Off
- We want to thank Senator Barbara Washington for joining us today during our Celebration of Learning to recognize 4th grader, Aleida McGhee. Aleida's portrait collage of Ameila Earhart was selected by Senator Washington for the 2021 Missouri State Capitol's Senate Exhibit.

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 5/20/2021

Status	PK	TK	K	1	2	3	4	5	6	Total
Offered	0	2	9	0	1	0	0	0	0	12
Accepted	1	0	4	2	1	2	2	0	0	12
Reg in Progress	5	2	11	0	1	4	1	0	0	24
Reg Complete	7	2	9	2	1	3	1	1	0	26
Reg Verified	0	0	0	0	0	0	0	0	0	0
Current AFIA Students (21-22 grade level)	0	0	10	41	38	35	37	27	20	208
Total	13	6	43	45	42	44	41	28	25	287
Waitlisted	41	0	0	19	11	5	8	12	3	99
Declined	0	3	28	4	8	5	3	1	2	54

Enrollment Target (21 students per class): 273

Upcoming Events and Board Opportunities

- Tuesday, June 1: Field Day - In Person (Early release at noon)
 - Field Day is June 1 from 9-11.
- Potential opportunity to pass out art kits. More information will be shared by Emily Brown.

**ACADEMY FOR INTEGRATED ARTS
EDUCATION COMMITTEE AGENDA**

Rescheduled for May 24, 2021

11:30 AM

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
- Update on Education Board Partners
 - Process guides and committee charge
- Data request from board members for June retreat
- Update on staff/hiring for 2021-2022 school year

**ACADEMY FOR INTEGRATED ARTS
EDUCATION COMMITTEE**

Minutes

May 24, 2021

11:30 AM

7910 Troost Ave., Kansas City, Missouri

Due to concerns related to COVID-19, the meeting was held via Zoom at the following link:
<https://umsystem.zoom.us/j/99878187401?pwd=eFhkRGVXZ3NqaDZVeUVBY25wc1ZoQT09>.

Attendees: Lynne Brown, Brad Epsten, Jennifer Waddell, Tricia DeGraff
Committee members absent: Linda Edwards

I. CALL TO ORDER at 11:35 a.m.

II. DISCUSSION ITEMS

- Updates from School Leader
 - Staffing/hiring for 2021-2022 school year
 - Tricia reported some staffing changes due to employees not returning (personal reasons: moving away, maternity, philosophical fit)
 - New hires for approval
 - Three teachers
 - Lacy Cunningham, Enrichment teacher
 - Lily Cosgrove, Classroom teacher
 - Kiara Ray, Classroom teacher
 - Brad moved that Ed Committee recommend hires to full board, Lynne seconded
 - Motion passed
 - Innovations
 - Co-teaching model was approved by board but staffing challenges has prevented full-time, certified co-teachers
 - Developed a plan with UMKC to pay student teachers stipends to increase their time and commitment to AFIA
 - 4 student teachers as teaching apprentices
 - Issue: hiring process is time-intensive and stressful
 - Need to hire earlier, need assistance with HR and hiring process
 - Extremely time consuming
 - Ed Fuel work will help with some of this (via SSKC)
 - Issue: how can we honor teachers who have been at AFIA for multiple years? (no room for upward trajectory)
 - Need to be intentional and strategic
 - For next year: move some teachers into a Lead Teacher role
 - Need release time for them to lead other teachers

- Issue: increased need for subs next year (Covid protocols)
 - Will be spending more money on salaries and subs
- Update on Education Board Partners
 - Process guides and Committee Charge
 - Jennifer shared updates from Ed Board Partners meetings
 - Reviewed suggested committee charge
 - Main charge: monitor academic performance and identify issues that warrant board discussion
 - Jennifer will send draft document to committee
 - Committee will review and add comment
 - Finalize at next meeting
- Update on internal assessments and academic dashboard
 - Tricia provided updates on administration of Evaluate and MAP
 - Estimate over 90% participation on MAP
 - Might not get data results until later than usual
 - Should have May Evaluate data at June committee meeting
 - Timeline renewal
 - Likely to go before the state board in Dec or Jan
 - Discussed potential timeline
 - Reviewed data related to requests from last Board meeting:
 - Data broken by grade level
 - Data related to sub groups
 - We have data on super sub group and AA students
 - NCE data
 - Tricia needs to look at NCE data at individual level to determine if there are a couple of case studies we can use to illustrate movement
 - Decision was made to focus on subgroup data for May meeting
 - Will follow similar protocol to April's meeting
 - Committee prepared "take-aways" from data
- Data request from board members for June retreat
 - Discussed need to focus on data that can guide decisions and help prepare for renewal
 - Will focus on Evaluate data for the summer months and how we use such data to guide decisions

Meeting adjourned at 1:28 p.m.

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

Friday, May 21, 2021
10:00 a.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 April 30, 2021.
- III. Review of 2021- 2022 budget.
- IV. Other business.
- V. Adjournment.

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

May 19, 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 April 30, 2021.

("FY" = "Fiscal Year")	FY 20-21 Forecast updated April 30 2021	FY 20-21 Forecast updated March 31 2021	FY 20-21 Budget
Revenue	3,681,000	3,675,000	3,675,000
Expense	3,588,700	3,604,400	3,946,000
Net Income (Loss)	92,300	70,600	(271,000)
Ending cash	985,000	963,000	621,000
Days of Cash	100	98	57

The forecast remains stable from last month. With only 2 months left in the school year, we feel this stability will remain intact.

Review of Cash Disbursements report

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

III. Review of preliminary 2021-2022 budget.

Salary and benefits are budgeted to increase. AFIA is planning to hire more teachers to address the pressing needs of our students and existing teachers due to pandemic related disruptions in the normal academic process. In hiring these teachers, we will simultaneously begin to evaluate the possible implementation of a co-teaching model, starting in the primary grades.

This increase will be supported by ESSER II funding. AFIA should also receive American Rescue Plan (ARP) funding (most likely in FY 22-23). While the exact amount of ARP funding is not pinned down at this point, we believe it will be enough to ensure our cash balance remains at a reasonable level for at least the next two years. During these next two years, both the ESSER II and ARP funding will give us the financial breathing room needed to evaluate and address longer term financial opportunities and challenges in the post-pandemic environment.

IV. Review of MPCSA Self-Assessment.

We reviewed our answers to the self-assessment and authorized Tricia to submit them.

V. Other Business

There was no other business

VI. Adjournment

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

May 19th, 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. MCPSA Self-Assessment input
- III. Board Retreat Planning
- IV. Adjournment

ACADEMY FOR INTEGRATED ARTS

Governance Committee

Meeting Minutes

May 19th, 021

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, Committee Chair

II. MCPSA

We reviewed the collaborative self-assessment portion of the Missouri Charter Public School Association Quality Framework self-assessment. Tricia will take the Governance committee feedback and complete the required next steps.

III. Board Retreat Planning

The team reviewed the proposed agenda topics provided by various Board Members. Janice will write up the draft agenda and send for review.

IV. Adjournment

Meeting concluded at 5:30pm