ACADEMY FOR INTEGRATED ARTS
BOARD of DIRECTORS MEETING
MINUTES
December 9, 2021
4:00 p.m.

7910 Troost Ave., Kansas City, Missouri

This was a virtual meeting held via Zoom.

Present: Emily Brown, Secretary
        Lynne Brown, Chairman
        Peter Brown, Member
        Brad Epsten, Vice President
        Cara Newell, Treasurer
        Janice Small, Member
        Jennifer Waddell, Member

Also Present: Tricia DeGraff, Executive Director
              Karen Colbert, Principal
              Phoebe Bassue, Operations

I. CALL TO ORDER AND ROLL CALL
   Lynne Brown called the meeting to order at 4:05

II. FINANCIAL REPORT
    Budget report-Cara Newell (attachment)

III. CONSENT AGENDA ITEMS
    • Approval of the minutes from the October 28, 2021 board meeting
    • Approval of the warrant list (check registry and purchasing card record)
    • Approval of the financial report:
      Motion: Brad Epsten
      Second: Jennifer Waddell
      Vote: 7-0

IV. ACTION ITEMS
    • Approval of Audit for Fiscal Year ending 2021
    • Approval to increase the upper limit of AFIA’s contribution towards employee medical insurance cost from $475 per month to $575 per month:
      Motion: Jennifer Waddell
      Second: Janice Small
      Vote: 7-0

V. EXECUTIVE DIRECTOR’S REPORT
    • Monthly Update -Tricia DeGraff (attachment)
VI. DISCUSSION ITEMS/COMMITTEE REPORTS

- Education Committee met on December 6th (attachment)
- Audit/Finance met on December 16th (attachment)
- Governance Committee Chair led a discussion from the “Top 10 Questions for Charter School Boards, a development/training resource.”

The November topic was about increasing our understanding about the families of the students we serve. Tricia DeGraff shared information related to our student and family needs and AFIA’s work and response to student and family needs. The presentation and discussion directly connected to AFIA’s strategic plan goal related to families: Partner with families in meeting the needs of the whole child and ensure that families feel heard and valued in the school community.

Board follow-up included these ideas: volunteer opportunities that could assist with reading gaps among students, continuing to learn more, particularly about the work of the social worker and intervention coordinator, and determining additional needs through working with the AFIA leadership team.

The Governance Committee will provide our new board member Patrick Lenoir with an orientation packet as he joins the board on January 27, 2022. Patrick has visited AFIA and at that time also met with Tricia DeGraff so he is familiar with the AFIA approach to education.

VII. NEW BUSINESS

Janice Small completed her first term as an AFIA board director and this will be her final meeting.

VIII. EXECUTIVE SESSION

None

IX. ADJOURNMENT

Motion to adjourn: Peter Brown
Second: Cara Newell
Vote: 6-0

Meeting adjourned at 5:15 p.m.
Next Board Meeting is on January 27, 2022 at 4:00 p.m.

Respectfully submitted,

Emily Brown
Secretary

Lynné Brown
Chairman
<table>
<thead>
<tr>
<th>Grade</th>
<th>8/23</th>
<th>9/16</th>
<th>10/22</th>
<th>12/3</th>
</tr>
</thead>
<tbody>
<tr>
<td>PK</td>
<td>11</td>
<td>12</td>
<td>12</td>
<td></td>
</tr>
<tr>
<td>1st</td>
<td>42</td>
<td>41</td>
<td>41</td>
<td></td>
</tr>
<tr>
<td>K</td>
<td>46</td>
<td>44</td>
<td>43</td>
<td></td>
</tr>
<tr>
<td>TK</td>
<td>4</td>
<td>3</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>12</td>
<td>12</td>
<td>12</td>
<td>12</td>
<td></td>
</tr>
<tr>
<td>43</td>
<td>43</td>
<td>43</td>
<td>43</td>
<td></td>
</tr>
<tr>
<td>39</td>
<td>39</td>
<td>39</td>
<td>39</td>
<td></td>
</tr>
<tr>
<td>41</td>
<td>41</td>
<td>41</td>
<td>41</td>
<td></td>
</tr>
<tr>
<td>40</td>
<td>40</td>
<td>40</td>
<td>40</td>
<td></td>
</tr>
<tr>
<td>37</td>
<td>37</td>
<td>37</td>
<td>37</td>
<td></td>
</tr>
<tr>
<td>38</td>
<td>38</td>
<td>38</td>
<td>38</td>
<td></td>
</tr>
<tr>
<td>35</td>
<td>35</td>
<td>35</td>
<td>35</td>
<td></td>
</tr>
<tr>
<td>37</td>
<td>37</td>
<td>37</td>
<td>37</td>
<td></td>
</tr>
<tr>
<td>25</td>
<td>25</td>
<td>25</td>
<td>25</td>
<td></td>
</tr>
<tr>
<td>16</td>
<td>16</td>
<td>16</td>
<td>16</td>
<td></td>
</tr>
<tr>
<td>255</td>
<td>255</td>
<td>256</td>
<td>254</td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td>255</td>
<td>255</td>
<td>256</td>
<td>254</td>
</tr>
<tr>
<td>Grade</td>
<td>90.27%</td>
<td>93.77%</td>
<td>93.79%</td>
<td>93.83%</td>
</tr>
<tr>
<td>-------</td>
<td>--------</td>
<td>--------</td>
<td>--------</td>
<td>--------</td>
</tr>
<tr>
<td></td>
<td>5.52</td>
<td>5.22</td>
<td>5.12</td>
<td>5.05</td>
</tr>
<tr>
<td></td>
<td>5.19</td>
<td>5.14</td>
<td>5.10</td>
<td>5.05</td>
</tr>
<tr>
<td></td>
<td>5.19</td>
<td>5.14</td>
<td>5.10</td>
<td>5.05</td>
</tr>
<tr>
<td></td>
<td>5.19</td>
<td>5.14</td>
<td>5.10</td>
<td>5.05</td>
</tr>
<tr>
<td></td>
<td>5.19</td>
<td>5.14</td>
<td>5.10</td>
<td>5.05</td>
</tr>
<tr>
<td></td>
<td>5.19</td>
<td>5.14</td>
<td>5.10</td>
<td>5.05</td>
</tr>
<tr>
<td></td>
<td>5.19</td>
<td>5.14</td>
<td>5.10</td>
<td>5.05</td>
</tr>
<tr>
<td></td>
<td>5.19</td>
<td>5.14</td>
<td>5.10</td>
<td>5.05</td>
</tr>
<tr>
<td></td>
<td>5.19</td>
<td>5.14</td>
<td>5.10</td>
<td>5.05</td>
</tr>
<tr>
<td></td>
<td>5.19</td>
<td>5.14</td>
<td>5.10</td>
<td>5.05</td>
</tr>
</tbody>
</table>

Attendance data - This data has been updated for some students who were in quarantine. We are still working on some updates.
<table>
<thead>
<tr>
<th></th>
<th>Students (at risk)</th>
<th>Students (at risk)</th>
<th>Students (at risk)</th>
<th>Students (at risk)</th>
<th>Students (at risk)</th>
<th>Students (at risk)</th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>October 25</td>
</tr>
<tr>
<td>3</td>
<td>0</td>
<td>2</td>
<td>0</td>
<td>November 1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>0</td>
<td>1</td>
<td>0</td>
<td>November 8</td>
<td></td>
<td></td>
</tr>
<tr>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>November 15</td>
<td></td>
<td></td>
</tr>
<tr>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>November 22</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>0</td>
<td>2</td>
<td>0</td>
<td>November 29</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Number of individuals who began quarantine</td>
<td>Number of individuals who began quarantine</td>
<td>Number of COVID cases</td>
<td>Number of COVID cases</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Quarantine and positive COVID cases information
Mission Indian Mission on October 28th.
Our 6th graders went on a field trip to Shawnee
(11 students).
We were able to provide food baskets to 5 AFA families
including help from our social worker, they were
their pastoral work. With operational support.
Our first graders hosted a food drive as a part of
We have begun in person school tours
applying for middle school.
I took our 6th graders to the Fair to support them in
November 3rd to recruit new students. Thanks Winter
We participated in the city-wide school fair on
Recruitment season for new students has
Putting it all together: The equity work plan.
Our DEI cohort attended Session 8 of the Equity
General Updates
serving as a panelist and an interviewer for mock interviews, Tricia participated in the UMKC Preparation Day for Preservice Teachers, Oregon.

American Educational Studies Association Annual Conference in Portland, Tricia, along with Jennifer Waddell, presented Educational Liberation Through Arts Integration: One School’s Story of Teaching for Social Change at the classroom, integrating dance and movement into core subject areas.

planning meetings and spends 7 class periods (45 minutes) in each residency. In the residency, Harlan meets with each teacher twice for partnerships and grants.
Staff Related Updates

- Thank you to the board for the shirts
- November 5th and December 3rd
- Professional Development Days:
  - Assistant Teacher
  - Classroom Teacher
  - School Nurse
- Following Positions:
  - We have job postings for the

Appreciated Lunch on December 3rd. It was much
Please RSVP here to receive the Zoom link or offer feedback.

5:30 PM
Thursday, December 16, 2021

FOCE COVID-19 TASK FORCE

January board meeting based on this meeting at the
We will share the updates

We are grateful for our community's
In-person instruction and continuity,
Review and update our safe return to
Please feel free to join us as we

SRP CSP at least every six months.
Each LEA must update their
ACADEMY FOR INTEGRATED ARTS
EDUCATION COMMITTEE AGENDA

December 6, 2021
4:00 – 5:00 PM
7910 Troost Ave., Kansas City, Missouri

This meeting will be held over Zoom.

https://us06web.zoom.us/j/91718629229?pwd=eXRjdHc5Q2tCK1RuU0w4anhKRjNKQT09
Meeting ID: 917 1862 9229
Passcode: cqvJE5

Dial by your location
+1 312 626 6799 US (Chicago)
+1 646 558 8656 US (New York)
+1 301 715 8592 US (Washington DC)
+1 346 248 7799 US (Houston)
+1 720 707 2699 US (Denver)
+1 253 215 8782 US (Tacoma)

Meeting ID: 917 1862 9229
Passcode: 414140

I. CALL TO ORDER

II. DISCUSSION ITEMS

• Arts Integration Tool
• Review of data
• Other Updates

III. Meeting Adjournment
ACADEMY FOR INTEGRATED ARTS
EDUCATION COMMITTEE AGENDA
December 6, 2021
4:00 – 5:00 PM
7910 Troost Ave., Kansas City, Missouri

This meeting will be held over Zoom.

https://us06web.zoom.us/j/91718629229?pwd=eXRjdHe5Q2tCK1RuU0w4anhKRjNKQT09
Meeting ID: 917 1862 9229
Passcode: cqyjE5

Dial by your location
  +1 312 626 6799 US (Chicago)
  +1 646 558 8656 US (New York)
  +1 301 715 8592 US (Washington DC)
  +1 346 248 7799 US (Houston)
  +1 720 707 2699 US (Denver)
  +1 253 215 8782 US (Tacoma)
Meeting ID: 917 1862 9229
Passcode: 414140

I. CALL TO ORDER

II. DISCUSSION ITEMS

• Arts Integration Tool – Will discuss in January
• Review of data – Reviewed Evaluate data, running record data and MAP data. Will determine which data to share with the board in January.
• Other Updates

III. Meeting Adjournment
ACADEMY FOR INTEGRATED ARTS
FINANCE COMMITTEE MEETING
MINUTES

Thursday, November 18, 2021
8:30 a.m.

The meeting was held via Zoom. In attendance: Peter Brown, Tricia DeGraff, Johnny Dolan-Dominguez, Paul Greenwood, and Cara Newell

I. Call to order.

II. Financial Update

Financial Report: Actual results for through October 31, 2021 and the annual Forecast were reviewed. Variances were discussed. We will continue to monitor attendance data.

Cash Disbursements Report: Individual expenditures are in order.

III. Presentation of FY 2021 Audit by Clark Hanner of Marr and Company.

Clark Hanner of Marr and Company reviewed the draft audit report and supplemental schedules with us. As expected, the opinion was clean but for two known qualifications regarding the use of the modified cash basis of accounting and the exclusion of the accounts of the Supporting Foundation and AFIA Holding Company. Clark received the full cooperation of AFIA leadership and EdOps in conducting the audit.

Clark noted audit may need to be expanded next year. This is required when expenditure of Federal revenue exceeds $750,000. Due to ESSER funding this will likely be the case.

IV. Employee Health Insurance renewal

After discussing options agreed to renew existing plan. Will recommend to full board that AFIA’s share of total premium be increased from maximum of $475/employee/month to maximum of $575/employee/month. In early 2022 we will survey employees regarding their health care benefit needs/preferences. We will use this information to direct our broker to explore other carrier’s offerings.

V. Facilities

AFIA Holding Company and Tricia met with architect and decided to renovate a portion of the open space into 2 classrooms and a smaller instructional room. This leave some space still open so that we may better determine how to finish it out once we are at full enrollment.

VI. Other business

VII. Adjournment.
Contents

- Executive Summary - 3
- Key Performance Indicators - 5
- Monthly Financials - 8
- Detailed Financials - 7
- Forecast Overview - 6
- Cash Forecast - 4
- Balance Sheet - 9
No other significant changes to report.

- Salaries
  - Salary and benefits forecast decreased, removal of Co-Teacher

Executive Summary
We forecast the school's year ending at year's end 73 days of cash $85k above budget.

Gain $85k

Cash balance as $864.6k.
Change in Cash Flow Adjustments

Net Income

Expenses

Revenue

Forecast Overview

Forecast Variance

Variance Graphic

Comments

88k

$88k

$367k

$279k

$88k

0

0

0

$4.3m

$4.4m

$4.1m

$55k

$93k

$44m

44m
|                      | 10/1/00     | 6/30/01 | 12/31/01 | 12/31/02 | 12/31/03 | 12/31/04 | 12/31/05 | 12/31/06 | 12/31/07 | 12/31/08 | 12/31/09 | 12/31/10 | 12/31/11 | 12/31/12 | 12/31/13 | 12/31/14 | 12/31/15 | 12/31/16 | 12/31/17 | 12/31/18 | 12/31/19 | 12/31/20 | 12/31/21 | 12/31/22 | 12/31/23 | 12/31/24 | 12/31/25 | 12/31/26 | 12/31/27 | 12/31/28 | 12/31/29 | 12/31/30 | 12/31/31 | 12/31/32 | 12/31/33 |
|----------------------|-------------|---------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|
| **Cash Flow from Operations** |             |         |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |
| Net Income           |             |         |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |
| **Total Expenses**   |             |         |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |
| Transportation      |             |         |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |
| Office & Business Expense |             |         |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |
| Student Expense      |             |         |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |
| Student Expense Draft |             |         |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |
| Company Service      |             |         |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |
| Rent                 |             |         |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |
| Self-Prepared Costs  |             |         |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |
| Supplies and Taxes   |             |         |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |
| **Revenue**          |             |         |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |
| **Profit**           |             |         |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |          |

**Net Change in Cash:**
- Cash AHEAD: $88k исвед
- Cash AHEAD: $88k behind
- Net Income: $93k AHEAD
- Expenses: $93k BEHIND
- Revenue: $93k BEHIND

Forecast: Budget Variance Remaining
- Actual Budget Variance
- Year-To-Date Revenue
- Annual Forecast
<table>
<thead>
<tr>
<th>Month</th>
<th>Jan</th>
<th>Feb</th>
<th>Mar</th>
<th>Apr</th>
<th>May</th>
<th>Jun</th>
<th>Jul</th>
<th>Aug</th>
<th>Sep</th>
<th>Oct</th>
<th>Nov</th>
<th>Dec</th>
</tr>
</thead>
</table>

**Forecast**

**Actual**

**Change in Cash**

**Net Income**

**Total Expenses**

**Revenue**

**Expenses**

- Transportation
- Office & Business Expense
- Student Expense
- Food
- Company Service
- Rent
- Student Room & Board
- Bills & Taxes
- Interest

**Total Revenue**

**Income Statement**
<table>
<thead>
<tr>
<th>17/18</th>
<th>18/19</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Equity</td>
<td></td>
</tr>
<tr>
<td>Net Income</td>
<td>1,125,066</td>
</tr>
<tr>
<td>Unrestricted Net Assets</td>
<td>8,767,695</td>
</tr>
<tr>
<td>Equity</td>
<td></td>
</tr>
<tr>
<td>Total Liabilities</td>
<td></td>
</tr>
<tr>
<td>Total Long-Term Liabilities</td>
<td>0</td>
</tr>
<tr>
<td>Total Current Liabilities</td>
<td>4,732</td>
</tr>
<tr>
<td>Other Current Liabilities</td>
<td>5,576</td>
</tr>
<tr>
<td>Current Liabilities and Equity</td>
<td></td>
</tr>
<tr>
<td>Total Assets</td>
<td></td>
</tr>
<tr>
<td>Total Current Assets</td>
<td>7,142,902</td>
</tr>
<tr>
<td>Cash</td>
<td>76,160</td>
</tr>
<tr>
<td>Assets</td>
<td></td>
</tr>
<tr>
<td>6/30/2021</td>
<td>10/31/2021</td>
</tr>
<tr>
<td>Previous Year End Current</td>
<td></td>
</tr>
</tbody>
</table>
ACADEMY FOR INTEGRATED ARTS
GOVERNANCE COMMITTEE MEETING
AGENDA

November 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: 560224

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 Policy Updates

III. Top 10 Questions for Charter School Boards

IV. Transition Plan

V. Open Discussion

VI. Adjournment
I. Call to Order
Janice Small called the meeting to order at 4:33 p.m. CT

Meeting Attendees
Cara Newell - Board Member
Emily Brown – Board Member
Janice Small - Board Member
Lynne Brown - Board Member
Tricia DeGraff - Executive Director

II. Board Policy Updates
Emily and Tricia will collaborate on the annual policy updates mainly driven by changes that occur during the legislative session.

The target completion timeframe in Jan 2022.

III. Top 10 Questions for Charter School Boards
We collectively agreed this is an opportunity that will be introduced into each Board meeting. Tricia will create a discussion item and share to kick off the meeting on our next Board meeting.

IV. Transition
I have provided all original documentation that is included in the Board package, previously obtained Board of Directors training material and a proposed succession plan template.

V. Adjournment
Meeting concluded at 5:34 p.m. CT