

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

September 22, 2022

4:00 p.m.

7910 Troost Ave., Kansas City, Missouri

This meeting was held in person at Academy for Integrated Arts.

Present: Emily Brown, Secretary
Lynne Brown, Member
Peter Brown, Member
Brad Epsten, Chairman
Andy Fromm, Member
Patrick Lenoir, Member
Cara Newell, Treasurer (-5:30)
Jennifer Waddell, Member

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

I. CALL TO ORDER AND ROLL CALL

Brad Epsten called the meeting to order at 4:11

II. FINANCIAL REPORT

Budget report-Cara Newell (attachment)

III. CONSENT AGENDA ITEMS

- Approval of the minutes from the August 25, 2022 board meeting
- Approval of the warrant list (check registry and purchasing card record)
- Approval of the financial report:
Motion: Peter Brown
Second: Lynne Brown
Vote: 8-0

IV. ACTION ITEMS

No action items

V. EXECUTIVE DIRECTOR'S REPORT

- Monthly Update-Tricia DeGraff (attachment)
- Presentation-Harlan Brownlee, Teaching Artist: Arts Integration and Professional Development (attachment)

VI. DISCUSSION ITEMS/COMMITTEE REPORTS

- Education Committee – no meeting
- Audit/Finance met on September 15th (attachment)

- Governance Committee – met on September 20th (attachment)

VII. NEW BUSINESS

None

VIII. EXECUTIVE SESSION

Recommendation to enter into executive session for the purpose of conducting business related to personnel, real estate, and/or legal issues as specified in Section 610/021 of the Missouri Sunshine Law.


X. ADJOURNMENT


Motion to adjourn: Lynne Brown
Second: Emily Brown
Vote: 7-0

Meeting adjourned at 5:46 p.m.

Next Board Meeting is on October 27, 2022 at 4:00 p.m. to be held over Zoom.

Respectfully submitted,


Emily Brown
Secretary


Brad Epsten
Chairman



Academy for Integrated Arts

Executive Director's Report

September 22, 2022

Enrollment 2022-2023

Grade	8/22	Sept	Oct	Dec	Jan	Feb	Mar	Apr	May	June
PK	16	16								
TK	9	7								
K	34	35								
1st	41	42								
2nd	42	42								
3rd	39	40								
4th	41	40								
5th	35	35								
6th	21	21								
Total	278	278								

General Updates

- Teaching artist, Baba Bomani visited AFIA and taught a model lesson to our 5th and 6th grade classrooms on September 1.
- Staff members engaged in professional development on September 2nd.
- We are hosting a UMKC early childhood literacy course this semester. The course meets once a week and the instructor is partnering with 2nd grade teacher, Ms. Doerr.
- I represented AFIA on a roundtable at the GEM iSTEAM Symposium on September 14. The focus of the roundtable related to how schools are preparing students for the workforce and what challenges we are facing.

Partnership Updates

- Haley Hurst, instructional coach and Amilia Winter, teacher and language arts interventionist, participated in a three day design thinking workshop facilitated by Startland.
- Harlan Brownlee will share updates related to the work he has supported at AFIA over the last few years. *Note: Harlan will share a slide deck at Thursday's meeting.*



Report on Arts Integration at AFIA

Harlan Brownlee



- Has 37 years of experience in the arts education field as a performing artist, teaching artist, and an arts administrator.
- Joined the Focus 5 team in 2019 and is on the Kennedy Center's national touring roster for the Partners in Education program and the Changing Education Through the Arts program.
- Chosen as a presenter for Project Lead the Way's National Conferences 2018 and 2019
- Awarded a 2019 Young Audiences National Residency Teaching Artist Credential.
- Designed and implemented hundreds of lesson plans in over 35 years of instructing a weekly class at Community School #1 that integrated dance and movement into the general curriculum with an emphasis on the subject areas of science and literacy.
- Has served as an adjunct professor for Rockhurst University's School of Education and the University of Missouri – Kansas City School of Education.
- BFA from the University of Wisconsin-Milwaukee and MA in Educational Research and Psychology from the UMKC

Upcoming Events

- Back to School Bash: October 6, 2022 from 5-7PM
- Family Conferences: October 13-15, 2022

A hand reaching out towards a sunburst graphic over a globe, with various paper cutouts. The background is yellow. A hand is reaching out from the right side towards a sunburst graphic. The sunburst is a black circle with many thin black lines radiating outwards. Behind the sunburst is a blue and white globe. There are several paper cutouts: a red jagged shape in the top left, a blue circle with a yellow sun in the top left, a pink shape in the bottom left, and a brown jagged shape in the bottom right.

MISSOURI ARTS COUNCIL GRANTS 2019-2023



THE PURPOSE



**A REVIEW OF THE SUPPORT RECEIVED FROM
THE MISSOURI ARTS COUNCIL (MAC) FOR
THE PAST FOUR YEARS**

**AN OVERVIEW OF EACH YEAR'S ARTS
EDUCATION PROJECTS FUNDED**



THE RESULTS OF THE SUPPORT RECEIVED



September 22, 2022



FUNDING OVERVIEW

2019 - 2020: \$2,000

2020 - 2021: \$4,395

2021 - 2022: \$7,036

2022 - 2023: \$25,649

TOTAL: \$39,080



2019 - 2020 OVERVIEW

DEMONSTRATION TEACHING TO SUPPORT DANCE BASED LEARNING IN THE CLASSROOM

Four Residencies

1st grade - 2 classrooms

5th grade - 1 classroom

6th grade - 1 classroom

2 hours of planning time

8 hours of demonstration

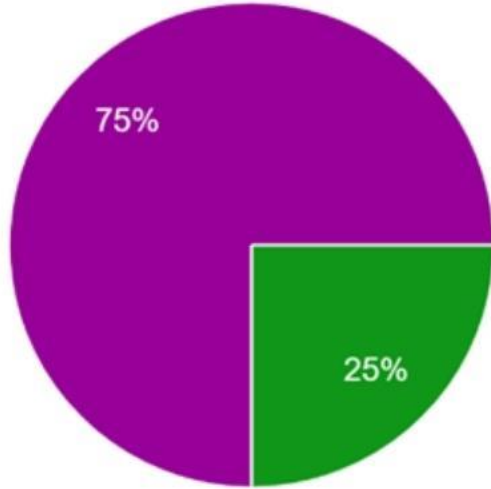
teaching for 4 classroom

teachers

EVALUATION

The skills and knowledge learned in this residency experience were relevant and useful to my job.

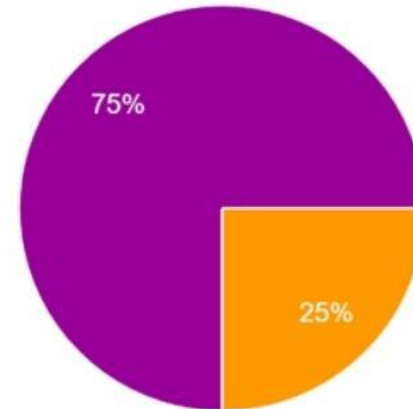
4 responses



- Strongly disagree
- Disagree
- Neutral
- Agree
- Strongly agree

This residency experience increased my confidence in using arts integration processes (specifically dance) in my teaching environment.

4 responses



- Strongly disagree
- Disagree
- Neutral
- Agree
- Strongly agree

EVALUATION

- **"THE ARTS RESIDENCY HELPED SET THE FOUNDATION FOR INTEGRATING DANCE IN OUR CURRICULUM. WE HAVE NOW BEEN ABLE TO USE SKILLS THAT OUR RESIDENT ARTIST TAUGHT TO HELP US SPECIFICALLY LEARN LITERACY CONTENT".**
- **"THIS RESIDENCY REINFORCED AND DEEPENED STUDENTS' UNDERSTANDING OF THE ACADEMIC CONTENT WE WERE COVERING. STUDENTS WERE ENCOURAGED AND CHALLENGED TO USE THEIR PRIOR KNOWLEDGE ABOUT PLANTS AND MAKE MEANING OF IT THROUGH DANCE".**
- **"IT SHOWED ME A WAY TO INTRODUCE NEW CONCEPTS THROUGH A NEW MODALITY. STUDENTS ARE THE CENTER OF CREATIVITY WHICH MAKES THE LEARNING MUCH MORE MEANINGFUL".**



2020 - 2021 OVERVIEW

PROFESSIONAL DEVELOPMENT AND DEMONSTRATION TEACHING TO SUPPORT DANCE BASED LEARNING IN THE CLASSROOM

Laying the Foundation - Defining Arts Integration - Virtual	15 Teachers
Parent Session - Laying the Foundation - Defining Arts Integration - Virtual	2 Sessions – 10 Families
Arts Integration Lesson Planning - Virtual	4 Teachers
Asynchronous Courses	40 Enrollments (62% completion)

EVALUATION

- The skills and knowledge learned in the professional development experiences provided were relevant and useful to my job.

Strongly Agree	48%
Agree	35%
Neutral	17%

Disagree	0%
Strongly disagree	0%
80% threshold =	83%

- The professional development experiences provided included strategies for inspiring student creativity.

Strongly Agree	87%
Agree	9%
Neutral	4%

Disagree	0%
Strongly disagree	0%
80% threshold =	96%

EVALUATION

- The professional development experiences provided increased my confidence in using arts integration processes (specifically dance) in my teaching environment.

Strongly Agree	50%	Disagree	0%
Agree	27%	Strongly disagree	0%
Neutral	23%	80% threshold =	77%

- I have increased the amount of time I use dance in my classroom as an arts integration strategy.

Strongly Agree	23%	Disagree	0%
Agree	32%	Strongly disagree	5%
Neutral	41%	80% threshold =	55%

EVALUATION

- **WHAT CHANGES DID YOU SEE IN YOUR STUDENTS' ACADEMICS AND/OR BEHAVIORS DUE TO THE PROFESSIONAL DEVELOPMENT EXPERIENCES PROVIDED?**
 - **“ENGAGEMENT LEVELS WERE HIGHER, CRITICAL THINKING WAS STRONGER AND HIGHER-LEVEL, STUDENTS HAD MORE CHOICE IN THEIR LEARNING AND REPRESENTATION OF KNOWLEDGE AND UNDERSTANDING”.**
 - **“STUDENTS WERE MORE EXCITED AND ENGAGED IN THE LEARNING EXPERIENCES AND TOOK MORE OWNERSHIP OVER THEIR LEARNING”.**
 - **“HIGHER ENGAGEMENT, CONNECTION WITH EACH OTHER, JOY!”**

2021 - 2022 OVERVIEW

PROFESSIONAL DEVELOPMENT AND DEMONSTRATION TEACHING TO SUPPORT DANCE BASED LEARNING IN THE CLASSROOM

Five Residencies PreK & K- 2 classrooms 2 nd grade - 1 classroom 3 rd grade - 1 classroom 4 th grade - 1 classroom	2 hours of planning time 7 hours of demonstration teaching for 7 classroom teachers
The Actor's Toolbox & Arts Integration Rubric	32 Teachers
Coaching & Instructional Support	10 sessions for 3 arts specialist teachers

EVALUATION

- The professional development experiences (including the residency if applicable) increased my confidence in using arts integration processes (specifically dance) in my teaching environment.

Strongly Agree	42%
Agree	48%

Disagree	10%
Strongly disagree	0%
80% threshold =	90%

- I have increased the amount of time I use dance in my classroom as an arts integration strategy.

Strongly Agree	13%
Agree	58%

Disagree	26%
Strongly disagree	0%
80% threshold =	71%

EVALUATION

- The professional development (including the residency if applicable) increased my abilities in using arts integration processes (specifically dance) in my teaching environment.

Strongly Agree	45%	Disagree	16%
Agree	39%	Strongly disagree	0%
		80% threshold =	84%

- The professional development experiences (including the residency if applicable) inspired me to work with my colleagues to further support arts integration in my school.

Strongly Agree	39%	Disagree	3%
Agree	55%	Strongly disagree	0%
		80% threshold =	94%

EVALUATION

- **WHAT CHANGES DID YOU SEE IN YOUR STUDENTS' ACADEMICS AND/OR BEHAVIORS DUE TO THE PROFESSIONAL DEVELOPMENT EXPERIENCES PROVIDED?**
 - **"IT HELPS BRING THE LEARNER'S TOOLBOX TO LIFE. STUDENTS ARE ABLE TO USE THEIR IMAGINATION AND INTERNALIZE ACADEMIC CONTENT THROUGH MOVING THEIR BODY. IT IS A HIGHER LEVEL OF BLOOM'S TAXONOMY".**
 - **"MORE ENGAGEMENT, DEEPER LEARNING, MORE COLLABORATION OF STUDENTS".**
 - **"I COULD SEE STUDENTS MORE CONNECTED. I ALSO SAW STUDENTS MIRRORING DURING THE DANCE PARTY ON FIELD DAY - HAVING FUN AND USING WHAT THEY LEARNED".**

EVALUATION

- **"THE MOVEMENT ACTIVITIES GAVE ME ANOTHER CHECK FOR UNDERSTANDING, THAT ALLOWED ME TO NOTICE MISCONCEPTIONS A LOT QUICKER AND ADDRESS THEM IN THE MOMENT RATHER LATER IN AN EXIT TICKET. THIS MEANS STUDENTS WERE GETTING FEEDBACK QUICKER AND FELT CONFIDENT IN THEIR NEW LEARNING".**
- **"NOW THAT I GIVE STUDENTS MORE TIME TO REVISE OR USE MOVEMENT AS A PRE- AND POST-ASSESSMENT, MORE CRITICAL THINKING OCCURS. IT IS ALSO MORE HELPFUL FOR MYSELF AS A TEACHER TO CHANGE THE FOCUS FROM PRODUCT TO PROCESS".**
- **"USING SHORT MIRRORING SESSIONS WITH MY STUDENTS ALLOWED FOR INCREASED ENERGY AND STAMINA TO COMPLETE ASSIGNMENTS. THE SESSIONS ALSO DECREASED FRUSTRATION AND "I CAN'T DO THIS " FEELINGS".**



EVALUATION

- **WHAT SURPRISED YOU FROM ANY OF THE PROFESSIONAL DEVELOPMENT EXPERIENCES (INCLUDING THE RESIDENCY IF APPLICABLE)? :**
 - **" I WAS SURPRISED BY HOW QUICKLY PARTICIPANTS AND STUDENTS WERE ABLE TO UNDERSTAND THE CONCEPTS AND WORK TOGETHER COLLABORATIVELY".**
 - **"I WAS SURPRISED (PLEASANTLY) THAT THEY SPENT SO MUCH PD TIME TAKING US THROUGH THE DANCING EXPERIENCE".**
 - **"WHAT SURPRISED ME WAS THAT THE STUDENTS WITH WHO STRUGGLED WITH AWARENESS OF THEIR BODIES AND VOICE TOOLS ACTUALLY DID BETTER THEN WHAT I WAS EXPECTING THEM TO DO".**

2022 - 2023 OVERVIEW

PROFESSIONAL DEVELOPMENT AND DEMONSTRATION TEACHING TO SUPPORT DANCE BASED LEARNING IN THE CLASSROOM

Async Session - Designing Instructional Spaces & Documentation	Instructional Coach – Haley Hurst
The Many Ways to Move Through the Curriculum	47 Teachers
Documentation Session	47 Teachers
Reading Art Demonstration Teaching	4 classes 8 Teachers One session
Six Residencies Grade Levels TBD	2 hours planning time 10 hours of demonstration teaching for 12 Teachers
Coaching & Instructional Support	12 sessions for 3 Arts Specialists & 1 Teacher
Parent/Student Saturday Class	2 sessions



THANK YOU!

ACADEMY FOR INTEGRATED ARTS
Approved FINANCE COMMITTEE MEETING
AGENDA

Thursday, September 15, 2022
8:30 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. Approve agenda for this meeting (September 15, 2022)
- III. Approve minutes from August 18, 2022, meeting
- IV. Financial Update and Review (*including all documents to be submitted to Epicenter*)
 - Actual financial results vs. budget and forecast
 - Grant/donation activity
 - Bank Statement
 - Cash Disbursements
 - Outstanding Invoices
 - ADA WADA monthly report
 - Restricted grants
- V. Financial processes and procedures review update.
- VI. Facilities
- VII. Approval of Invoices >\$10,000
 - Toshiba copier lease – 5 year \$1,100 per month.
- VIII. Other business
- IX. Adjournment.

ACADEMY FOR INTEGRATED ARTS
Approved FINANCE COMMITTEE MEETING
MINUTES

Thursday, August 18, 2022
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. Agenda approved for this meeting (August 18, 2022)
- III. Minutes approved for July 21, 2022 meeting
- IV. Financial Update and Review
 - Actual financial results vs. budget and forecast – Reviewed. No adjustments currently. Forecast will likely be adjusted in the next month or two for Funding Equity (signed into law), recent grant activity, and as needed based on enrollment trends.
 - Grant/donation activity – Discussed recent award of Kauffman grant for equity focused strategic plan. As AFIA is receiving more grants that are considered partially/fully restricted, we revisited the controls in place to ensure restricted grant expenditures are accurately accounted for. Tricia and EdOps have review and reporting procedures in place to address the accuracy and reasonableness of restricted grant expenditure coding.
To enhance those existing controls, Finance Committee will review the report generated by EdOps that tracks income and expenditures for each restricted grant. This review will be done on quarterly basis.
 - Bank Statement – Reviewed bank statement reconciliation. We will follow up on certain checks that have been outstanding longer than expected (not significant in amount).
 - Cash Disbursements – Reviewed and in order.
 - Outstanding Invoices – noted vendor submitted invoice directly to AnyBill that was for services 6 months ago. Ascertained the propriety of those charges. However, will discuss with that vendor the need for timely invoicing. Additionally, EdOps and Cara will assemble a list of vendors that bill on a routine (monthly) basis. Will review that list in conjunction with the cash disbursements report. We will follow up with vendors that may have missed sending monthly invoice.

- ADA WADA monthly report – Reviewed. Will wait until mid-September to submit new data. Waiting until school has been in session for a few weeks should provide more accurate enrollment data.

V. Financial processes and procedures review update – n/a

VI. Facilities - Final walk through of completed renovations performed last week. Space is working for new classes. AFIA Holding Company has hired a property management firm, Kessinger Hunter, to assist Phoebe and Tricia with building and equipment operations, maintenance, and repairs.

VII. Approval of Invoices >\$10,000 (n/a this month)

VIII. Other business – Approval of new Security Bank ACH Credit Exposure limit–This limit applies to payroll and rent payments. Original limit was \$90,000 per week. Due to increase in semimonthly payroll we need to increase limit to ensure seamless processing of payroll and rent. A new limit of \$135,000 per week was approved (budgeted payroll of \$110,000 semimonthly and rent of \$25,000 monthly). This limit will accommodate the instances when payroll and rent (paid on the first of each month) land in the same week. As an added control, additional account alerts have been set with Security Bank. The following events will result in both an email and text being sent to the Treasurer: Receiving incoming wires; Receiving incoming ACH credits; Receiving incoming ACH debits; Receiving ACH exception items; ACH batches initiated; ACH batches processed; and Wires transmitted.
We will also add a review by the Treasurer of the detailed reports supporting the payroll related transfers for the first few payroll periods of the year.

IX. Adjournment.



Accounts Payable Aging Summary

As of 8/31/2022

Academy for Integrated Art

CLIENT: Academy for Integrated Art	REPORT DATE: 9/13/2022 12:52:08 AM ET					
Payee	Current	1-30	31-60	61-90	>90	Total
Amilia Winter	\$160.20	\$0.00	\$0.00	\$0.00	\$0.00	\$160.20
AT&T U-Verse 1111	\$0.00	\$0.00	\$0.00	\$0.00	(\$25.99)	(\$25.99)
Citizens of the World Kansas City	\$3,840.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,840.00
City Wide Facility Solutions	\$9,737.40	\$0.00	\$0.00	\$0.00	\$0.00	\$9,737.40
City Wide Maintenance Co. Inc.	\$417.72	\$0.00	\$0.00	\$0.00	\$0.00	\$417.72
Computer Information Concepts See Note	\$0.00	\$0.00	\$0.00	\$7,846.00	\$0.00	\$7,846.00
DeGraff, Tricia	\$551.31	\$0.00	\$0.00	\$0.00	\$0.00	\$551.31
EdOps	\$7,716.67	\$0.00	\$0.00	\$0.00	\$0.00	\$7,716.67
Heinemann	\$462.00	\$0.00	\$0.00	\$0.00	\$0.00	\$462.00
Jenessa Daniels	\$18.48	\$0.00	\$0.00	\$0.00	\$0.00	\$18.48
k12 ITC, Inc.	\$3,389.36	\$0.00	\$0.00	\$0.00	\$0.00	\$3,389.36
Kansas City Public Library	\$332.00	\$0.00	\$0.00	\$0.00	\$0.00	\$332.00
Lakeshore Learning	\$1,330.26	\$0.00	\$0.00	\$0.00	\$0.00	\$1,330.26
Missouri Employers Mutual Insurance Co.	\$6,175.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,175.00

Note: This is not an old invoice. This is an invoice that had to be revised by the vendor prior to payment.

Payee	Current	1-30	31-60	61-90	>90	Total
Missouri Network Alliance LLC	\$184.00	\$0.00	\$0.00	\$0.00	\$0.00	\$184.00
National Pen Co. LLC	\$0.00	\$253.90	\$0.00	\$0.00	\$0.00	\$253.90
NCS Pearson	\$0.00	\$0.00	\$0.00	\$0.00	(\$49.58)	(\$49.58)
ODP Business Solutions LLC	\$781.71	\$0.00	\$0.00	\$0.00	\$0.00	\$781.71
Office Depot	\$314.12	\$0.00	\$0.00	\$0.00	\$0.00	\$314.12
Paypool LLC	\$251.34	\$0.00	\$0.00	\$0.00	\$0.00	\$251.34
Philadelphia Insurance Companies	\$4,188.68	\$0.00	\$0.00	\$0.00	\$0.00	\$4,188.68
Progressive Electronics, Inc	\$4,481.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,481.00
Show Me KC Schools	\$125.00	\$0.00	\$0.00	\$0.00	\$0.00	\$125.00
Strategos International, L.L.C.	\$2,145.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,145.00
Supreme School Supply	\$149.65	\$0.00	\$0.00	\$0.00	\$0.00	\$149.65
ULTRA LAWN, INC. Playground mulch	\$3,310.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,310.00
Total:	\$50,060.90	\$253.90	\$0.00	\$7,846.00	-\$75.57	\$58,085.23

Check Reconciliation Report

Batch Description: 2022 08 Operating Account

Processing Month: 08/2022

Checking Account: 3 Security bank

<u>Check/Reference Number</u>	<u>Description</u>	<u>Date</u>	<u>Amount</u>	
	Statement Balance	08/31/2022	156,433.13	Agreed to on-line bank balance
<u>Outstanding Automatic Payments</u>				
<u>Check/Reference Number</u>	<u>Description</u>	<u>Date</u>	<u>Amount</u>	
76409967	CITY TREASURER	07/29/2022	1,543.81	Outstanding items reasonable. See note below
76409983	CITY TREASURER	08/31/2022	1,965.46	
76409984	ELECTRONIC FEDERAL TAX PAYMENT SYSTEM	08/31/2022	20,032.51	
76409985	MISSOURI DEPARTMENT OF REVENUE	08/31/2022	6,894.00	
Total:			30,435.78	

<u>Statement Balance</u>	<u>Outstanding Total</u>	<u>Balance on Books</u>	<u>Cash Account Balance</u>	<u>Difference</u>
156,433.13	(30,435.78)	125,997.35	125,993.18	4.17

Agrees to balance sheet per AFIA Supplemental Report

Cleared Automatic Payment Total:	70,675.93
Cleared Checks Total:	127,761.77
Cleared Direct Deposit Total:	(191,734.19)
Cleared Void Total:	1,110.18
Cleared Cash Receipt Total:	166,674.37
Cleared Manual Journal Entries Total:	241,485.21
Cleared Sales Journal Total:	

Note regarding last month's outstanding garnishment checks - due to the nature of the automatic payroll system, an automatic entry is made to record garnishments withheld and paid. However, garnishments must actually be paid by manual check prepared by Phoebe. As such, Johnny has voided the payments created by the payroll system (but never issued). Put an alternate way, there was not an actual double payment, but rather a duplicate recording of the same payment.

22-23 Academy for Integrated Arts 7910 Troost Avenue, Kansas City MO 64131 Generated on 09/14/2022 12:03:37 PM Page 1 of 1	Attendance/Membership Summary Report Start/End Date: 08/17/2022 - 08/31/2022 School(s): 1 Calendar(s): 1 Grade: PK, TK, K, 1, 2, 3, 4, 5, 6
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School: Academy for Integrated Arts Calendar: 22-23 Academy for Integrated A

Grade	Student Membership		Absent Days	Present Days	ADM	ADA	Unexcused Absences		Percent In Attendance	
	Count	Days					Days	Avg. Daily		
PK	16	168	9.06	158.94	15.27	14.46	2.77	0.24	94.61%	
TK	7	77	4.67	72.33	7.00	6.59	2.26	0.20	93.94%	
K	38	387	26.26	360.74	35.18	32.82	14.44	1.28	93.21%	
1	50	460	25.43	434.57	41.81	39.49	13.09	1.19	94.47%	
2	49	463	19.46	443.54	42.09	40.32	6.07	0.55	95.80%	
3	49	440	28.28	411.72	40.00	37.42	9.61	0.87	93.57%	
4	46	446	28.85	417.15	40.54	37.93	7.50	0.67	93.53%	
5	41	391	17.21	373.79	35.54	33.97	4.13	0.36	95.60%	
6	26	236	12.27	223.73	21.45	20.35	2.19	0.19	94.80%	
Total	9	322	3068	171.49	2896.51	278.88	263.35	62.06	5.55	94.41%

AFIA data in DESE web apps as of August 31, 2022.	
ADA	WADA
213	254.5516

Please note that the student count number includes all students who attended AFIA at any time during the 22-23 school year. This number also includes students who ended the year at AFIA in May 2022, but did not return in August 2022. For state reporting purposes, these students must remain in our SIS after they are withdrawn and will appear in this report during the 22-23 school year.

ADM: Average Daily Membership

ADA: Average Daily Attendance

WADA: Weighted Average Daily Attendance

Academy for Integrated Arts - Preliminary Disbursements Report

Payments made by check or electronic funds transfer

Date	Vendor		Amount
8/4/2022	AFIA Holding Inc.		25,000.00
8/17/2022	American Fire Sprinkler Corp		410.00
8/10/2022	Ameritas Life Insurance Group		211.68
9/6/2022	Ameritas Life Insurance Group		525.24
8/17/2022	Amilia Winter	Reimburse Mo Educator Assessment/Certification Fees	160.20
8/10/2022	Asha Moore	Reimburse: ILT retreat transportation	142.60
9/1/2022	Atronic Alarms	Annual monitoring fee (\$906) and repair (\$766)	1,672.00
8/19/2022	Bamboo HR LLC		424.23
8/17/2022	Bill Lillis	Interior painting. Approved by Fin Com at July meeting	9,308.24
9/1/2022	Bill Lillis		10,292.25
8/4/2022	Blue Beetle Pest Management LLC		175.00
9/1/2022	Blue Beetle Pest Management LLC		175.00
8/17/2022	Brittany Sweeney		165.65
8/8/2022	Card Service Center	Credit card payment. Details follow.	4,186.39
8/10/2022	CDW Government	Laptops for staff (9)	6,870.69
8/17/2022	Chromebookparts.Com		131.96
8/23/2022	Cintas		378.96
8/19/2022	City Wide Maintenance	Day porter July (3 weeks)	1,485.91
8/22/2022	City Wide Maintenance	Window washing	425.00
9/1/2022	City Wide Maintenance	Cleaning supplies	855.38
8/10/2022	Colonial Life	Life Insurance	955.02
9/6/2022	Colonial Life		806.70
9/6/2022	Community Playthings	Child sized kitchen play sets	4,230.00
8/10/2022	Cooperating School Districts Of Greater Kansas	PD Network membership dues	300.00
8/26/2022	Eddies Lawn Care		600.00
8/24/2022	Eden Tree Service	Tree trimming	2,500.00
8/10/2022	EdOps		7,716.67
8/10/2022	Tang Math	Subscription fee for on-line math resource for students and teachers (255 at \$25 each).	6,375.00
8/4/2022	Haley Hurst	Reimburse ILT retreat supplies	376.24
8/10/2022	Haley Hurst	Reimburse ILT retreat transportation	142.60
8/17/2022	Heinemann	Textbooks	1,276.00
8/4/2022	K12 ltc, Inc.	July network services	3,229.36
8/24/2022	K12 ltc, Inc.	August network services	3,229.36
8/17/2022	Kansas City Power And Light		4,867.71
8/19/2022	Kansas City Water Services		160.40
8/10/2022	Karren Colbert	Reimburse ILT retreat transportation	142.60
9/1/2022	Lathrope GPM		1,170.00
9/6/2022	Lexington Plumbng And Heating		198.50
8/17/2022	Missouri Employers Mutual Insurance	Work comp insurance post audit balance due.	6,982.00
8/4/2022	Missouri Network Alliance (Bluebird)	Internet service provider	92.00
8/10/2022	Movers And Shakers LLC	Moving furniture post construction.	150.00
	Continued next page		

Academy for Integrated Arts - Preliminary Disbursements Report

Payments made by check or electronic funds (continued)

9/1/2022	Northwest Evaluation Association (Nwea)	MAP Testing	3,290.00
8/19/2022	Office Depot	Cleaning, office and instructional supplies	1,352.57
9/1/2022	Office Depot	Instructional and AV supplies	393.94
8/10/2022	Paypool LLC		692.32
8/19/2022	Philadelphia Insurance Companies		4,188.68
8/10/2022	Phoebe Devorce-Bassue	Reimburse ILT retreat transporation	142.60
8/17/2022	Progressive Electronics, Inc	Fire alarm recertification	900.00
8/23/2022	Project Lead The Way	Project annual participation fee.	950.00
9/6/2022	Quill		504.32
8/10/2022	Scott Rice	Furniture for new classrooms. Approved proposal at June Fin Comm meeting	13,317.62
8/5/2022	Scribbles Software		12.50
9/6/2022	Scribbles Software		12.50
8/23/2022	Seesaw Learning, Inc	Student learning and engagement platform annual license fee.	1,072.50
9/1/2022	Shred It		78.38
8/2/2022	Spire Inc		118.95
8/5/2022	Sprint Solutions, Inc.		277.53
9/6/2022	Sprint Solutions, Inc.		264.07
8/17/2022	STA Central Region	June field trip transport	282.21
8/17/2022	STA Of Missouri, Inc	June bus service	1,014.51
8/17/2022	Tanya Jones		41.75
8/17/2022	Therapy Source, Inc	Dec and Jan 2022 speech therapy. Vendor submitted very late.	5,148.00
8/13/2022	Toshiba Financial Services		776.72
8/10/2022	Tricia Degraff	Reimburse ILT retreat food	151.28
9/6/2022	Uline	Student material storage	1,392.20
8/10/2022	Waste Management		697.68
9/6/2022	Westhues Electric Inc		169.00
8/4/2022	WHC KCT LLC	March SPED transport via taxi	6,805.00
8/10/2022	WHC KCT LLC	May/Jun SPED transport (\$1950) and student transport (\$7,794) via taxi	9,744.00
Total payments by check or EFT			162,287.37
Continued next page			

Academy for Integrated Arts - Preliminary Disbursements Report			
Payments made with credit card			
Date	Vendor		Amount
7/27/2022	Amazon	Books - Classroom Materials	240.66
7/28/2022	Amazon	Classroom Supplies	213.52
7/28/2022	Amazon	Furniture	123.74
7/29/2022	Amazon	Technology	178.80
7/31/2022	Amazon	Classroom Supplies	467.46
7/31/2022	Amazon	Teacher Gifts	295.94
7/27/2022	Bellhop	Movers	57.10
7/29/2022	Custom	Registration for DESE Admin Conference	250.00
7/31/2022	Drury	Lodging for DESE Admin Conference	130.19
7/24/2022	Facebook	Facebook Ads	250.00
8/1/2022	Facebook	Facebook Ads	400.00
8/2/2022	Panera	Teacher PD Lunch	327.81
7/28/2022	Smartsign	Inventory Labels	200.00
7/28/2022	Walmart	Staff Snacks	350.26
8/1/2022	Walmart	Coat Racks for Classroom	700.91
			4,186.39



August 2022 Financials

PREPARED SEP'22 BY

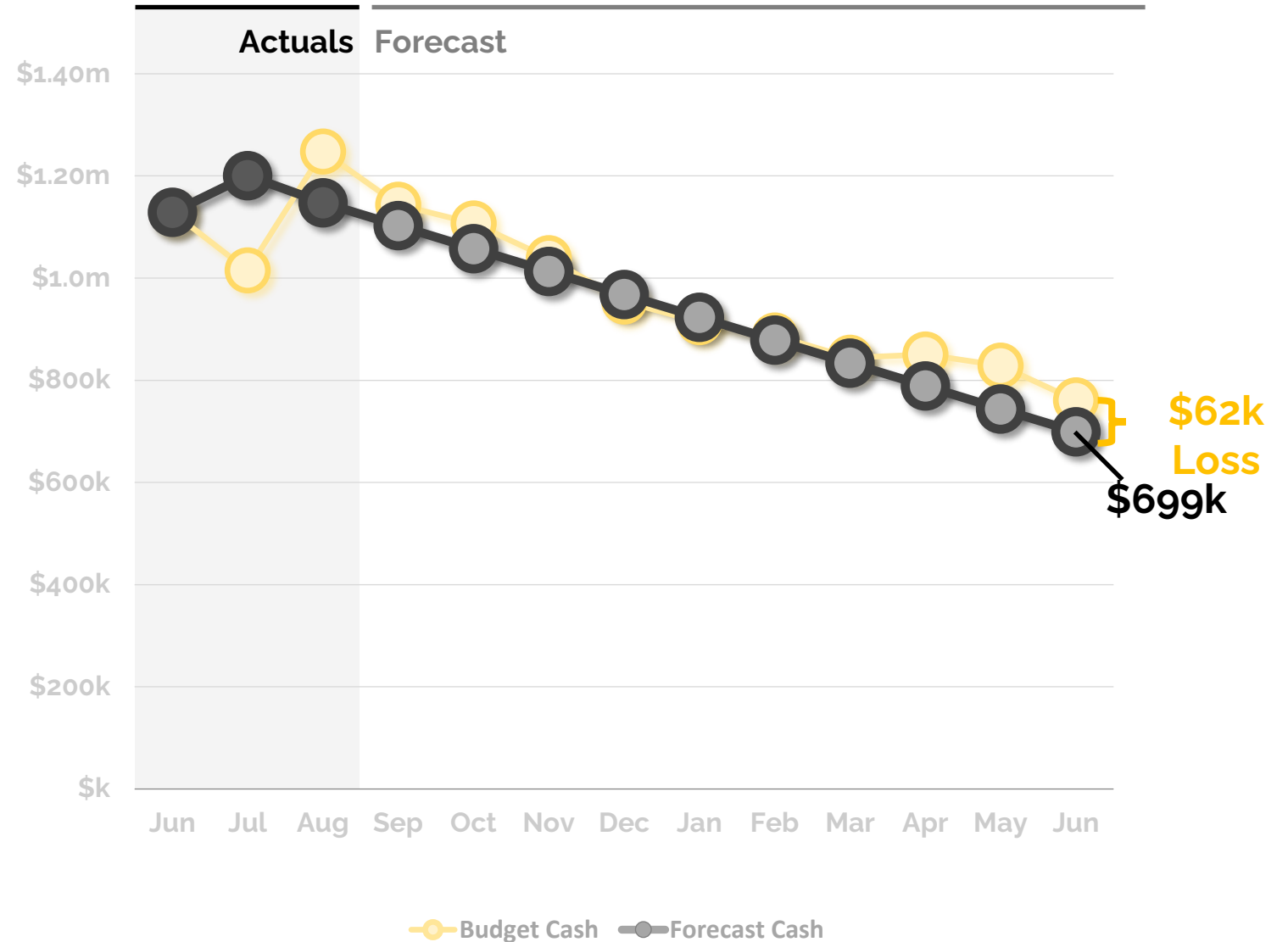


- **Executive Summary – 3**
- **Cash Forecast – 4**
- **Key Performance Indicators – 5**
- **Forecast Overview – 6**
- **Detailed Financials – 7**
- **Monthly Financials – 8**
- **Balance Sheet – 9**

- As of August's close, the forecasted net income is \$-429,461. Net Revenue projection is \$4,514,900 and Net Expenses projection is \$4,944,361.
- Revenue notes:
 - Received final DHSS Grant money requested in FY22
 - Received FCC Emergency Connectivity Funds requested in FY22
- Expense Notes:
 - We show higher spending in Operations/Building Maintenance, Instructional Supplies, and Professional Development that track with beginning of school year, and will balance out in coming months

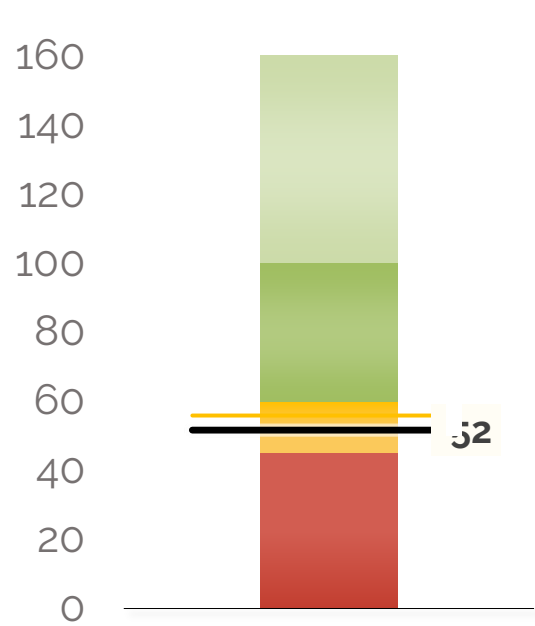
52 Days of Cash at year's end

We forecast the school's year ending cash balance as **\$699k**, **\$62k** below budget.



Days of Cash

Cash balance at year-end divided by average daily expenses

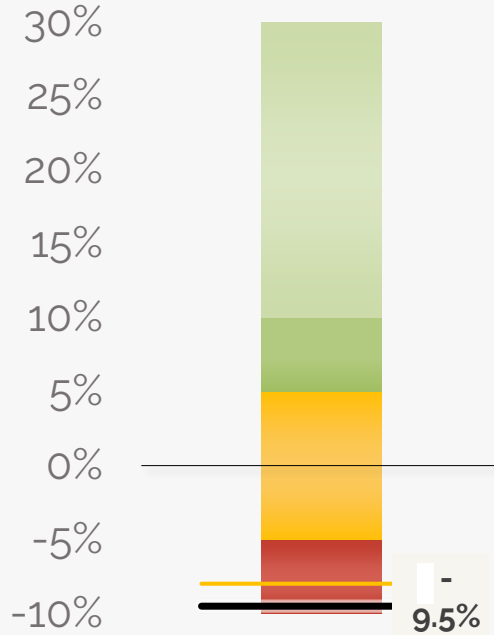


52 DAYS OF CASH AT YEAR'S END

The school will end the year with 52 days of cash. This is below the recommended 60 days

Gross Margin

Revenue less expenses, divided by revenue

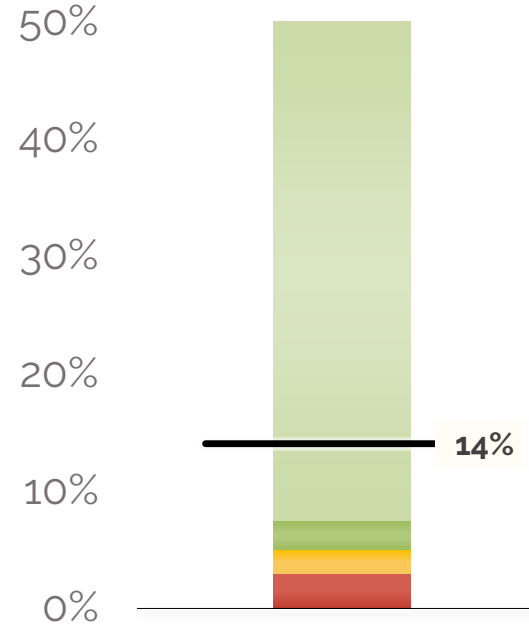


-9.5% GROSS MARGIN

The forecasted net income is -\$429k, which is \$62k below the budget. It yields a -9.5% gross margin.

Fund Balance %

Forecasted Ending Fund Balance / Total Expenses



14.03% AT YEAR'S END

The school is projected to end the year with a fund balance of \$693,663. Last year's fund balance was \$1,123,124.

Forecast Overview



	Forecast	Budget	Variance	Variance Graphic	Comments
Revenue	\$4.5m	\$4.6m	-\$92k		Updated anticipated grants/donations based on FY23 funds received in FY22. DHSS and FCC funds not in FY23 budget
Expenses	\$4.9m	\$5m	\$31k		Fluctuations in forecasted expenses in salary spending as staff roster solidifies for the year. Will continue to adjust in coming months.
Net Income	-\$429k	-\$368k	-\$62k		
Cash Flow Adjustments	-0	0	-0		
Change in Cash	-\$429k	-\$368k	-\$62k		

	Year-To-Date			Annual Forecast			
	Actual	Budget	Variance	Forecast	Budget	Variance	Remaining
Revenue							
Local Revenue	68,402	121,718	(53,315)	339,580	339,580	(0)	271,178
State Revenue	355,001	329,250	25,751	2,417,415	2,417,415	(0)	2,062,414
Federal Revenue	41,588	146,743	(105,155)	1,178,466	1,168,611	9,855	1,136,878
Private Grants and Donations	301,280	349,467	(48,187)	550,000	675,000	(125,000) ①	248,720
Earned Fees	22,669	1,128	21,540	29,439	6,771	22,669	6,771
Total Revenue	788,940	948,306	(159,366)	4,514,900	4,607,376	(92,476)	3,725,960
Expenses							
Salaries	396,784	429,054	32,271	2,542,443	2,574,326	31,883	2,145,659
Benefits and Taxes	107,432	126,038	18,605	757,141	756,227	(914)	649,709
Staff-Related Costs	15,332	8,341	(6,991)	50,046	50,046	0	34,713
Rent	50,000	33,333	(16,667)	200,000	200,000	(0)	150,000
Occupancy Service	88,928	46,510	(42,418)	279,060	279,060	0	190,132
Student Expense, Direct	63,312	61,251	(2,061)	367,507	367,507	(0)	304,195
Student Expense, Food	-	33,904	33,904	203,422	203,422	0	203,422
Office & Business Expense	27,273	30,673	3,400	184,038	184,038	0	156,765
Transportation	17,846	60,117	42,272	360,705	360,705	(0)	342,859
Total Ordinary Expenses	766,907	829,222	62,315	4,944,361	4,975,330	30,969	4,177,454
Total Expenses	766,907	829,222	62,315	4,944,361	4,975,330	30,969 ②	4,177,454
Net Income	22,033	119,084	(97,051)	(429,461)	(367,954)	(61,507) ③	(451,494)
Cash Flow Adjustments	(3,247)	-	(3,247)	(0)	-	(0)	3,247
Change in Cash	18,786	119,084	(100,298)	(429,461)	(367,954)	(61,507)	(448,247)

① Kauffman grant budgeted for SY23 received earlier than expected (in SY22)

② EXPENSES: \$31K AHEAD

③ NET INCOME: \$62K behind

Monthly Financials

Income Statement	Actual		Forecast										TOTAL	
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun		
Revenue														
Local Revenue	35,850	32,552	27,118	27,118	27,118	27,118	27,118	27,118	27,118	27,118	27,118	27,118	27,118	339,580
State Revenue	184,061	170,940	206,241	206,241	206,241	206,241	206,241	206,241	206,241	206,241	206,241	206,241	206,241	2,417,415
Federal Revenue	31,733	9,855	113,688	113,688	113,688	113,688	113,688	113,688	113,688	113,688	113,688	113,688	113,688	1,178,466
Private Grants and Donations	134,756	166,524	24,872	24,872	24,872	24,872	24,872	24,872	24,872	24,872	24,872	24,872	24,872	550,000
Earned Fees	17,909	4,760	677	677	677	677	677	677	677	677	677	677	677	29,439
Total Revenue	404,309	384,631	372,596	372,596	372,596	372,596	372,596	372,596	372,596	372,596	372,596	372,596	372,596	4,514,900
Expenses														
Salaries	176,690	220,094	214,566	214,566	214,566	214,566	214,566	214,566	214,566	214,566	214,566	214,566	214,566	2,542,443
Benefits and Taxes	47,741	59,692	64,971	64,971	64,971	64,971	64,971	64,971	64,971	64,971	64,971	64,971	64,971	757,141
Staff-Related Costs	12,813	2,520	3,471	3,471	3,471	3,471	3,471	3,471	3,471	3,471	3,471	3,471	3,471	50,046
Rent	25,000	25,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	200,000
Occupancy Service	34,349	54,579	19,013	19,013	19,013	19,013	19,013	19,013	19,013	19,013	19,013	19,013	19,013	279,060
Student Expense, Direct	27,515	35,797	30,419	30,419	30,419	30,419	30,419	30,419	30,419	30,419	30,419	30,419	30,419	367,507
Student Expense, Food	0	0	20,342	20,342	20,342	20,342	20,342	20,342	20,342	20,342	20,342	20,342	20,342	203,422
Office & Business Expense	9,958	17,315	15,676	15,676	15,676	15,676	15,676	15,676	15,676	15,676	15,676	15,676	15,676	184,038
Transportation	0	17,846	34,286	34,286	34,286	34,286	34,286	34,286	34,286	34,286	34,286	34,286	34,286	360,705
Total Ordinary Expenses	334,066	432,841	417,745	417,745	417,745	417,745	417,745	417,745	417,745	417,745	417,745	417,745	417,745	4,944,361
Total Expenses	334,066	432,841	417,745	417,745	417,745	417,745	417,745	417,745	417,745	417,745	417,745	417,745	417,745	4,944,361
Net Income	70,243	-48,210	-45,149	-45,149	-45,149	-45,149	-45,149	-45,149	-45,149	-45,149	-45,149	-45,149	-45,149	-429,461
Cash Flow Adjustments	1,743	-4,990	325	325	325	325	325	325	325	325	325	325	325	0
Change in Cash	71,986	-53,200	-44,825	-44,825	-44,825	-44,825	-44,825	-44,825	-44,825	-44,825	-44,825	-44,825	-44,825	-429,461

	<i>Previous Year End</i>	<i>Current</i>	<i>Year End</i>
	<i>6/30/2022</i>	<i>8/31/2022</i>	<i>6/30/2023</i>
Assets			
Current Assets			
Cash	1,128,622	1,147,408	699,161
Total Current Assets	1,128,622	1,147,408	699,161
Total Assets	1,128,622	1,147,408	699,161
Liabilities and Equity			
Liabilities			
Current Liabilities			
Other Current Liabilities	5,498	2,251	5,498
Total Current Liabilities	5,498	2,251	5,498
Total Long-Term Liabilities	0	0	
Total Liabilities	5,498	2,251	
Equity			
Unrestricted Net Assets	1,123,124	1,123,124	1,123,124
Net Income	0	22,033	-429,461
Total Equity	1,123,124	1,145,157	693,663



QUESTIONS?

Please contact your EdOps Finance Team:

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415.359.3995

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

September, 2022
8:30 a.m. to 9:30 a.m.

Zoom Web Meeting Details
<https://zoom.us/j/99620454836?pwd=enJvZTIRWmhBbzZlZDEwck5DcmRSQT09>
Meeting ID: 996 2045 4836
Passcode: nq4Pn4

- I. Call to Order
- II. Board Updates on Engagement Goals
- III. Board Training
 - a. Retreat Planning
- IV. Board Member Information
 - a. Plan for updating board member information on annual basis/when a new member joins (biographies, addresses, etc)
- V. Other Business
- VI. Adjournment

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

September 20, 2022
8:30 a.m. to 9:30 a.m.

Zoom Web Meeting Details
<https://zoom.us/j/99620454836?pwd=enJvZTIRWmhBbzZEZDEwck5DcmRSQT09>
Meeting ID: 996 2045 4836
Passcode: nq4Pn4

I. Call to Order: 8:36am

II. Board Updates on Engagement Goals

- Board Engagement Goal 1:
 - Part 1: The AFIA Board of Directors will develop a formal succession plan for the Board of Directors by August 2022
 - This was written in the charter and approved
 - **Action Item** – Board needs to fill the role of VP – Governance Chair to track nomination and voting at the June 2023 Board Meeting
 - Part 2: The AFIA Board of Directors will develop a formal succession plan for the AFIA Leadership team by August 2023.
 - No updates
 - Measurement Tool/Evidence: Minutes from the meetings in which this takes place and a copy of the succession plan and supporting documents
 - **Action Item** – Executive Director to include copies of meeting minutes in which this was discussed and the formal plan as written in Charter for Part 1
- Board Engagement Goal 2:
 - 80% of the Board of Directors will attend 80% of the meetings.
 - Measurement Tool/Evidence: Attendance tracked through minutes
 - **Action Item** – Governance Chair to review minutes and document attendance
- Board Engagement Goal 3:
 - Once a year the Board will:
 - Self-assess their effectiveness
 - Identify and agree upon no less than two areas of strength and two growth areas
 - Develop measurable goals based on the growth areas
 - Measurement Tool/Evidence: Minutes and artifacts from the meetings in which this takes place.

- **Action Item** – Governance Chair work with Kent Peterson to conduct assessment and discuss at Annual Board Retreat

III. Board Training

- Retreat Planning (Annual Board Retreat Thursday, November 3rd)
 - Board Self-assessment
 - Strategic Plan
- DEI training
 - **Action Item** – Board President to work with consultant on different options available

IV. Board Member Information – *table until next meeting*

- Plan for updating board member information on annual basis/when a new member joins (biographies, addresses, etc)

V. Other Business

- Governance Committee should have a calendar in Google folder of items to complete each year
 - **Action Item** – Governance Chair to find document and update

VI. Adjournment: 9:31 a.m.