

**Board Meeting Minutes
Kansas City International Academy
August 28, 2018 at 5:00pm**

The KC International Academy Board Meeting was called to order by Hal Havens at 5:03pm, with a quorum.

Those Governing Board Members present: Hal Havens, Pat Johnston, and Jan Jackson.

Those Governing Board members absent: Michelle Carpenter and Jason Prosser.

Others Present: Ramsey Atieh, Steve Fleming, Bane Ballou, David Leone, Jennifer Wilson, Jessica Milbert, Daisy Myrick, Hannah VanAusdal, and Paul Greenwood. Also present were Vici Hughes and Lynne Beachner from UCM and James Freeman, KCIA attorney.

Hal requested that New Board Member Appointment be moved from President's Report to after Approval of Minutes.

Motion by Pat Johnston to approve the agenda, as revised. Jan Jackson seconded. Motion carried unanimously.

Motion by Hal Havens to approve the June 26, 2018 minutes, as presented. Pat Johnston seconded. Motion carried unanimously.

New Board Member Appointment

Ramsey Atieh took the Oath of Office.

Motion by Hal Havens to approve Ramsey Atieh as Board Member. Jan Jackson seconded. Motion carried unanimously.

Open Forum:

The Board reviewed the video created to showcase KCIA.

Finance Report:

- Paul reviewed the monthly financial report.

Motion by Pat Johnston to approve the June 2018 check register. Ramsey Atieh seconded. Motion carried unanimously.

Motion by Pat Johnston to approve the July 2018 check register. Ramsey Atieh seconded. Motion carried unanimously.

Motion by Pat Johnston to approve the financial report. Ramsey Atieh seconded. Motion carried unanimously.

Superintendent's Report:

- Vici Hughes reviewed the Annual Oversight Report (AOR).

- Jennifer Wilson and Lynne Beachner reviewed the Remedial Plan between KCIA and UCM. UCM requires remedial plans for schools whose overall percentage of points on the annual APR is below 70. The UCM teams meets with school leaders annually to set goals for improvement in specific academic areas and then monitors implementation of the goals over the course of the school year.
- Jennifer Wilson shared on attendance and enrollment – 626 currently enrolled; grades 1, 3, 4, 7, and 8 are full, openings in transitional kindergarten, kindergarten, grades 2, 5 and 6; FY18 90/90 is anticipated to be 92.6%.
- Jennifer Wilson reported 350 students attended all 19 days of Summer School 2018, down from 440 in Summer School 2017.
- Dr. Fleming reported 400-500 students attended Back to School Night on August 6, 2018.
- Dr. Leone reported normal start-of-year routing challenges for transportation. He noted after-school activities will begin the second week of September.
- Daisy Myrick gave an ELL update. She noted 374 students are receiving EL services; 7 or 8 transitional kindergarten students will likely be ELL, but they won't be tested until spring 2019. She talked about the benefits of the sheltered classroom model.
- Jessica Milbert gave a Curriculum & Instruction update. New math curriculum was purchased for K-8; partnering with Lit Lab KC and Achievement Network; 2 full-time AmeriCorps tutors are working with K-3; 2 full-time Kansas City Teacher Residency (KCTR) residents are co-teaching in 5th grade classrooms. She reviewed reading data.
- Dr. Fleming indicated the School Goals approved in October 2017 would be updated in October or November 2018. He compared FY18 to FY19. FY18 – 62 teachers, FY19 – 72; FY19 – 50 of 62 staff retained, 4 resigned, 8 non-renewed; FY18 – 6 ELL certified teachers, FY19 – 20, plus 8 currently in the program. Facility improvements that will be completed in FY19 include remodel of auditorium into 3 new middle school science classrooms and a meeting room, 2 new transitional kindergarten classrooms, a soccer field, and a basketball court.
- Dr. Fleming shared current personnel report. No new appointments and resignations since June. He noted the nurse will be going from 4 days/week down to 3, but another nurse has been hired for 2 days/week.
- MCPSA Conference is October 3-5, 2018. Board members registered are: Ramsey Atieh, Michelle Carpenter, Hal Havens, Jan Jackson, and Pat Johnston.
- Vici Hughes reviewed the charter renewal process.
- Dr. Leone gave a middle school update; 16 students are in enrolled in Algebra I, 40 in advanced science, and 40 in advanced guided reading. His goal is for every 8th grader to take Algebra I.

- Hannah VanAusdal gave an update on elementary start-of school.

Motion by Pat Johnston to approve the Employee Handbook and the Student/Parent Handbook. Jan Jackson seconded. Motion carried unanimously.

President's Report:

- James Freeman presented the restated Articles of Incorporation.

Motion by Pat Johnston to approve the restated Articles of Incorporation as presented. Ramsey Atieh seconded. Motion carried unanimously.

- James Freeman reviewed the current Bylaws. The following revisions were made:
 - Article IV, Section 4.2 (a) – Board should always have an odd number of members.
 - Article IV, Section 4.2 (b) – remove Parent Director, but the Board will still search for one.
 - Article IV, Section 4.3 (a) – annual meeting must be in July
 - Article IV, Section 4.3 (b) – terms of office shall be as follows:
 - 3-year term – Hal Havens and Jan Jackson
 - 2-year term – Ramsey Atieh and Pat Johnston
 - 1-year term – Michelle Carpenter and Jason Prosser
 - Article V, Section 5.2 – Board shall meet once per month.
 - Article V, Section 5.14 – designate Director of Finance as Record Custodian.
 - Article V, Section 5.15 – Record Custodian must be Cc'd on any discussion related to the Board members' service on the Board.
 - Article VI, Section 6.7 – eliminate Chair of the Board position.
- KCIA e-mails will be established for Record Custodian and Board members.
- James Freeman shared information regarding prevailing wage. State statute says entities supported by tax dollars must comply with prevailing wage laws for all non-maintenance projects, but other State statutes say charter schools are exempt. His advice is to comply with prevailing wage laws for non-maintenance projects in order to avoid any penalties. He noted a prevailing wage determination should be obtained before a project actually starts.
- James Freeman addressed the question of whether KCIA needs to have a business license with KCMO. He noted public schools are exempt from zoning and other ordinances because they are a public entity, and public entities cannot regulate each other. He doesn't feel KCIA needs a business license and is working to get KCMO to classify KCIA as exempt. Hal Havens is also working with the City to classify KCIA as exempt, as they did on the last 3 projects.
- James Freeman is preparing to refile KCIA's Tax Exempt application with Jackson County for the parking lot and other areas.

- James Freeman noted that although the Immigration and Customs Enforcement (ICE) policy restricts arrests on school property, ICE has made arrests just outside of school grounds. He has a draft plan prepared should an ICE raid happen.
- Since there was no July 2018 meeting, August 28, 2018, is designated as the annual meeting.

Motion by Jan Jackson to elect the following officers: Hal Havens – President, Michelle Carpenter – Vice President, Ramsey Atieh – Secretary, and Jason Prosser - Treasurer. Pat Johnston seconded. Motion carried unanimously.

- Hal Havens shared facility updates noting 95% of the inside building improvements are complete and the estimated completion for the soccer field and basketball court is end of September. For the outside projects, concrete was poured August 28, 2018, and turf should be installed by September 10, 2018, barring any rain. There is a \$30,000 increase in the cost of the project due to adding retention drains.
- Dr. Fleming gave a volunteer update. The Rangers soccer team will be doing clinics for KCIA students.

Motion by Pat Johnston to adjourn at 7:30pm. Ramsey Atieh seconded. Motion carried unanimously.

Next regular meeting is September 25, 2018 at 5:00pm.