

**Board Meeting Minutes  
KC International Academy  
August 27, 2019 at 5:00pm**

**Call to Order**

The KC International Academy Board Meeting was called to order by Hal Havens at 5:00pm with a quorum.

Those Governing Board Members present: Ramsey Atieh, Hal Havens, Pat Johnston, and Jason Prosser.

Those Governing Board members absent: Michelle Carpenter and Jan Jackson.

Others Present: Steve Fleming, David Leone, Bane Ballou, Jennifer Wilson, Hannah VanAusdal, Jessica Milbert, and Daisy Myrick. Also present were Paul Greenwood with EdOps, James Freeman, attorney with Swanson Bernard, and Vici Hughes with UCM

**Welcome Guests**

None

**Approval of Agenda**

**Motion by Pat Johnston to approve the agenda as presented. Ramsey Atieh seconded. Motion carried unanimously.**

**Approval of Minutes / Affirm Motions**

**Motion by Jason Prosser to approve the June 25, 2019, minutes as presented. Ramsey Atieh seconded. Motion carried unanimously.**

**Open Forum/New Business:**

None

**Finance Report:**

- Paul Greenwood reviewed the June and July 2019 monthly financial reports.

**Motion by Pat Johnston to approve the June 2019 financial report. Jason Prosser seconded. Motion carried unanimously.**

**Motion by Ramsey Atieh to approve the June 2019 check register. Jason Prosser seconded. Motion carried unanimously.**

**Motion by Pat Johnston to approve the July 2019 financial report. Jason Prosser seconded. Motion carried unanimously.**

**Motion by Ramsey Atieh to approve the July 2019 check register. Jason Prosser seconded. Motion carried unanimously**

**Superintendent's Report:**

- Vici Hughes reviewed the Annual Oversight Report (AOR).
- Jennifer Wilson shared on attendance and enrollment – 682 currently enrolled compared to 620 at same time last year; 5<sup>th</sup>-8<sup>th</sup> grades are full, openings in transitional kindergarten-4<sup>th</sup> grade.

- Jennifer Wilson reported 367 students attended Summer School 2019.
- Dr. Fleming shared Back to School Night held on August 12, 2019, was a huge success, with an estimated 500+ parents and students in attendance. PI (Parent Information) Night is scheduled for September 12, 2019.
- Dr. Leone said the switch to First Student for transportation has been positive, with all 17 buses being on time at dismissal for the first 10 days of school. He said the switch to American Dining for food service has also been positive, but the logistics of getting approximately 700 students through one line in three small cafeterias needs to become more efficient.
- Daisy Myrick gave an EL update. She noted approximately 60% of the student body (or 400 out of 700 students) are English Learners. She further broke out EL's into 3 wells: 95 SLIFE (significantly limited interrupted formal education), 125 recent immigrants, and 190 long-term/2<sup>nd</sup> generation EL's. Although there is no sheltered classroom for TK-1, those grade levels have a full-time EL Specialist. The K-8 Master Schedule has been structured to include WINN time, which is dedicated time for language studies.
- Jessica Milbert gave a Curriculum & Instruction update. C&I highlights include Conscious Discipline training in August for all staff, staff PD every Wednesday (2:00pm dismissal for students), rigorous curriculum, and 2 observations per teacher per month with routine feedback.
- Dr. Fleming shared the current personnel report – appointments and resignations.

**Motion by Ramsey Atieh to approve the personnel report as presented. Hal Havens seconded. Motion carried unanimously.**

- Missouri Charter Schools Conference is October 16-18, 2019, in Kansas City. Attendance at the conference counts toward Board training hours.
- School Smart KC has engaged Educational Board Partners (formerly Charter Board Partners) to deliver a Board Effectiveness Diagnostic (BED) to help assess needs and identify areas of improvement. EBP is asking the Board to participate in an online self-assessment survey. The Board will receive the survey via email tomorrow, August 28, 2019.
- Annually, the Board has to adopt a local plan for compliance with state and federal regulations implementing the Individuals with Disabilities Education Act (IDEA).

**Motion by Pat Johnston to adopt the Model Compliance Plan made available by the Department of Elementary and Secondary Education. Hal Havens seconded. Motion carried unanimously.**

- Administration will work with James Freeman to develop a Board policy for admission of staff member's non-resident child(ren).
- Hannah VanAusdal and Dr. Leone shared start of school information with the Board.
- The Board reviewed the employee and student/parent handbooks.

Motion by Pat Johnston to approve the 19-20 employee handbook as presented. Hal Havens seconded.  
Motion carried unanimously.

Motion by Pat Johnston to approve the 19-20 student/parent handbook as presented. Hal Havens seconded.  
Motion carried unanimously.

**President's Report**

- As part of the discussion regarding Board member terms, Hal Havens shared that Michelle Carpenter has resigned her position on the Board.

Motion by Hal Havens to accept Michelle Carpenter's resignation effective immediately. Pat Johnston seconded. Motion carried unanimously.

Motion by Hal Havens to renew Jason Prosser, Director, for a 3-year term. Ramsey Atieh seconded. Motion carried unanimously.

Motion by Hal Havens to nominate Pat Johnston as Vice President. Ramsey Atieh seconded. Motion carried unanimously.

- Hal Havens shared two bids were received to pour a new sidewalk between the playground and soccer field, fill the vacant sewer line running under the soccer field, and pour a sidewalk at the street (Wilson side). All items are included in the approved 19-20 budget. Golcanda Group had the low bid of \$19,865.
- Pat Johnston met with a civil engineer about the retaining wall at the south property line. Options are to regrade without a wall or replace the wall. Pat and Hal will meet with a contractor as well as the property owner of the adjacent property.


Motion by Ramsey Atieh to adjourn into Executive Session pursuant to R.S.Mo. 610.021(1) at 6:46pm. Pat Johnston seconded. Roll call:

Ramsey Atieh – yes  
Hal Havens – yes  
Pat Johnston – yes  
Jason Prosser - yes

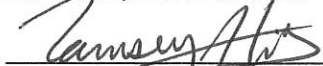
Regular meeting reconvened at 7:05pm.

Motion by Hal Havens to adjourn at 7:05pm. Pat Johnston seconded. Motion carried unanimously.

Next regular meeting is Tuesday, September 24, 2019 at 5:00pm.

  
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Hal Havens, Board President

  
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Ramsey Atieh, Board Secretary

  
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Bane Ballou, Records Custodian