

***Mission:** Endow Students with the knowledge, skill and mindset to be successful in a college preparatory high school*

GENESIS SCHOOL, INC
Board of Directors Meeting Agenda

Tuesday January 24th, 2022
7:30am

Genesis School, Inc. – Library

Remote meeting.

Zoom Link: <https://genesisschool-org.zoom.us/j/85347693400?pwd=elRDZHZHJlZ0owT2ZBUUh3VjQ0Ym1wQT09>

TYPE OF MEETING: BOARD OF DIRECTORS

ACTION ITEM 1: Motion to Approve the Proposed Agenda for January 24th Board Meeting

ACTION ITEM 2: Motion to Approve the Minutes from November 19th Board Meeting

ACTION ITEM 3: Motion to Approve the Minutes from December 22nd Board Meeting

REPORT: FINANCE

ACTION ITEM 4: Motion to Accept the FY 21-22 Audit Report as prepared by Marr and Company

ACTION ITEM 5: Motion to Approve the FY 2022-23 Budget Modification

ACTION ITEM 6: Motion to Approve the December Financial Report

ACTION ITEM 7: Motion to enter into closed session for reason permissible under Section 610.021.(1) of the Missouri Revised State Statutes.

CLOSED SESSION

RETURN TO OPEN SESSION

REPORT: GOVERNANCE

Information Items: 2023-24 Board Organization Update

BOARD TRAINING: LINKING STUDENT OUTCOMES TO RESOURCES

PUBLIC COMMENT

ACTION ITEM 8: Motion to adjourn.

**GENESIS SCHOOL, INC.
BOARD OF DIRECTORS COMMITTEE
MEETING MINUTES
Friday, November 18th, 2022**

Call to Order:

Kenda Caskey called to order the Board of Directors meeting on September 28th, 2022 at 10:50 at Burns & McDonnell - 9450 Ward Parkway Kansas City, MO 64114 and also via Microsoft Teams virtual conference meeting.

Board Members Present:

Board Members in attendance: Kenda Caskey, Beth Ruf, Cathy Bennett, Kyle Hollins, Dan Haley, Rodney Bland, Ashley Garrett, and Dr. Tom Stephens

Guests: Tonya Richardson, MCPSC

Genesis Staff: Keith Brown, Ron Dempsey, Kevin Foster, Vincent Wright and Gina Ross

Action Item 1. Motion to Approve the Agenda for the November Board meeting:

Motion to approve by: Beth Ruf and seconded by Dan Haley; the motion approved unanimously.

Action Item 2: Approval of Minutes from September 27th Board Meeting

Motion to approve by: Dr. Tom Stephens and seconded by Beth Ruf; the motion approved unanimously.

FINANCIAL REPORT

The Board Reviewed the October Financial Report. Ron Dempsey highlighted for Board Members the increase in WADA as part of DESE's new calculation for reimbursement to charters. Primarily due to revenue changes, the Finance Committee will review updates to the 22-23 budget at their December meeting. Board member Hollins asked Kevin Foster whether he was asking for and the board was spending everything possible to improve achievement and Kevin responded yes. Kyle also asked if there was additional things the school can do to address food quality and quantity. Kevin explained the food reimbursement model for our meals (breakfast and lunch) and that we don't systemically feed additional snacks because of the lost learning time and staffing challenge it would present. Cathy Bennett expressed concern that the fund balance is not decreasing. Kevin and Ron explained that the fund balance is not decreasing because the school is drawing from COVID ESSER relief funds during the current school year.

Action Item 3: Approval of October Financials

Motion to approve by: Dr. Tom Stephens and seconded by Beth Ruf; the motion approved unanimously.

Executive Director's Report

Kevin Foster updated the board on Attendance and Enrollment. As of November 14th, 226 students are enrolled (99% of capacity) with a waiting list of 63. Average Membership/Enrollment is 219, six above the budgeted amount and average daily attendance is 201, 9 above the budgeted amount. Attendance percent is 91.2. Through November, we have dropped 6 students, four out of state and one each to KCPS and Charter.

**GENESIS SCHOOL, INC.
BOARD OF DIRECTORS COMMITTEE
MEETING MINUTES
Thursday, December 22nd, 2022**

Call to Order:

Kenda Caskey called to order the Board of Directors meeting on Thursday, December 22nd 2022 via zoom.

Board Members Present:

Board Members in attendance: Kenda Caskey, Beth Ruf, Cathy Bennett, Kyle Hollins, Dan Haley, Rodney Bland, Ashley Garrett, and Dr. Tom Stephens

Board Members Present:

Board Members in attendance: Kenda Caskey, Beth Ruf, Cathy Bennett, Kyle Hollins, Dan Haley, Rodney Bland, Ashley Garrett, and Dr. Tom Stephens

Guests: Chuck Hatfield and Alix Cossette

Genesis Staff: Kevin Foster

Action Item 1: Motion to Approve the Agenda for the December 22nd Board meeting made by: Beth Ruf and seconded by Dan Haley; the motion approved unanimously.

Action Item 2: Motion to enter into closed session for reason permissible under Section 610.021.(1) of the Missouri Revised State Statutes made by: Dr. Tom Stephens and seconded by Kyle Hollins; a roll call vote was taken with all members approving.

CLOSED SESSION

RETURN TO OPEN SESSION

Action Item 3: A Motion to instruct counsel to appeal the December 15th notification from Commission Staff to repeal Genesis Charter and request a public hearing was made by Beth Ruf and seconded by Ashley Garrett. A roll call vote was taken with the following votes recorded: **Yes:** Kenda Caskey, Beth Ruf, Kyle Hollins, Dan Haley, Rodney Bland, Ashley Garrett, and Dr. Tom Stephens **No:** Cathy Bennett.

Board member Hollins voted yes but wanted to more information and a commitment that the school would implement changes.

Action Item 4: A Motion to authorize staff to hire Public Relations support was made by Rodney Bland and seconded by Dan Haley. A roll call vote was taken with the following votes recorded: **Yes:** Kenda Caskey, Beth Ruf, Kyle Hollins, Dan Haley, Rodney Bland, Ashley Garrett, and Dr. Tom Stephens. **Abstain:** Cathy Bennett.

**Genesis School, Inc
Finance Committee
December 8, 2022**

Proposed Budget Revisions for FY 2022-23

Attached you will find an updated budget based on current analysis. Below are notes on the more significant changes. In summary, the revisions reflect an increase in revenue of \$766,060 with a net increase to our bottom line of \$608,366.

Notes to proposed budget revisions

Revenue Changes

- A. WADA-Basic Formula: The state increased the funding rate per child from about \$8300 to \$10,492. This will result in an increased funding of \$576,000 over our original projections.
- B. Title I & II: Genesis is typically allocated approximately \$200,000 in this category. Last year Genesis only claimed \$120,000 and was facing the possibility of allowing the Title funds to lapse. We worked with the state to adjust our school wide pool to allow us to utilize funds that were about to lapse.
- C. Transportation: Per DESE's calculation, Genesis qualifies for about \$100,000 in transportation. In most years this item is funded about 40-50%. Our budget is typically around \$50,000 every year. Because the state budget is in such good shape, the state fully funded transportation. We should only expect to see this spike in funding for one year.

Expense Changes

- D. Contracted Services/Tuition Reimbursement: We moved Tuition Reimbursement/Professional Development (\$63,000) out of the general Contracted Services to a new line to highlight the school's commitment toward investing in our staff. Tuition reimbursement is a very important tool for recruiting and retaining staff. It also helps improve the quality of teaching in our classrooms.
- E. The increase in state funding includes funding for summer school and pre-k. Genesis does not operate summer school and pre-k directly. We sponsor two contractors who provide summer school and one contractor for pre-k. Therefore, part of the increased state funding is passed on to these contractors. Thus, the contracted services line will increase by about \$75,000.

The net change in contracted services from both D and E is \$12,000.

- F. Several other expense lines were increased to line up closer to our actuals in the most recent fiscal year.

Genesis School Operating Budget | 2022-23

	FY 22-23 Proposed Revisions	FY 22-23 Approved Budget	Change	Notes	FY21-22 Budget	FY21-22 Actual	FY 20-21 Actual
Expenses							
Salaries	2,083,993	2,083,993	-		1,927,006	1,884,386	1,841,145
Employee Benefits							
Retirement	206,848	206,848	-		199,777	209,796	200,464
Payroll Taxes	149,516	149,516	-		144,968	139,903	135,281
Employee Insurance	228,935	228,935	-		236,494	237,541	217,301
Unemployment Compensation	12,110	12,110	-		11,762	-	14,631
Purchased Services							
Contracted Services	804,997	792,997	12,000	D, E	652,805	780,975	550,262
Accounting & Audit Services	50,000	40,000	10,000	F	40,000	53,071	49,284
Legal Services	50,000	35,000	15,000	F	35,000	34,070	4,182
Tuition Reimb/Professional Dev	63,000		63,000	D			
Dues and Memberships	6,500	6,500	-		6,500	8,672	1,136
Communication	13,200	12,000	1,200		12,000	20,241	24,281
Advertising	1,000	1,000	-		1,000	332	2,251
Special Events							
Student Transportation	230,000	208,754	21,246	F	231,622	227,045	228,726
Food Services	184,032	173,784	10,248		164,066	170,641	122,444
Operational/Property Services							
Building Rent	230,000	230,000	-		230,000	219,362	219,140
Liability & Property Insurance	44,000	44,000	-		44,000	45,210	49,549
Utilities - Admin Building	6,000	6,000	-		5,000	4,976	4,864
Other Operating Expenses							
Travel/Food	15,000	15,000	-		10,000	11,553	10,924
Student/Parent Activities	8,500	8,500	-		2,500	3,606	1,836
Supplies & Materials							
Supplies	100,000	75,000	25,000		110,000	98,713	77,557
Building Supplies	9,000	9,000	-		9,000	5,603	10,560
Technology	45,000	45,000	-		65,000	94,262	47,456
Equipment	40,000	40,000	-		40,000	41,363	50,627
Total Expenses	<u>4,581,631</u>	<u>4,423,937</u>	<u>157,694</u>		<u>4,178,500</u>	<u>4,291,321</u>	<u>3,863,901</u>
Revenue Over/(Under) Expenses	<u>766,339</u>	<u>157,973</u>	<u>608,366</u>		<u>30,017</u>	<u>36,664</u>	<u>260,708</u>

GENESIS SCHOOL, INC.

Approved 2022-2023 OPERATIONAL BUDGET COMPARISON YTD TO ACTUAL AND ANNUAL PROJECTED

	FY'22-23	Budgeted Thru	YTD Actual	Actual YTD	Budgeted YTD	YTD	ANNUAL
	Orig	December 50.00 %	December	Over/(Under)	Over/(Under)	%	PROJECTED
Revenues							
Foundation/Business Government	\$ 347,620	\$ 173,810	\$ 142,796	\$ (31,014)	\$ (204,824)	41%	\$ 316,610
Basic Formula (WADA)	2,091,526	1,045,763	1,185,020	139,257	(906,506.00)	57%	2,230,780
Classroom Trust	97,012	48,506	56,039	7,533	(40,973.00)	58%	104,550
Charter School Prop C	337,260	168,630	206,689	38,059	(130,571.00)	61%	375,320
Charter School Food Service	173,784	86,892	84,616	(2,276)	(89,168.00)	49%	171,510
Charter School Transportation	50,000	25,000	51,371	26,371	1,371.00	103%	76,370
Charter School Title I & II	194,217	97,109	138,429	41,320	(55,788.00)	71%	235,540
Special Education	58,791	29,396	21,552	(7,844)	(37,239.00)	37%	50,950
Medicaid	28,700	14,350	28,164	13,814	(536.00)	98%	42,510
Other	-	-	3,988	3,988	3,988	0%	3,990
CARES ACT	780,000	390,000	335,811	(54,189)	(444,189.00)	43%	725,810
Genesis Generated Revenue							
Admin Fee	22,000	11,000	-	(11,000)	(22,000.00)	0%	11,000
County Revenue	188,500	94,250	62,684	(31,566)	(125,816.00)	33%	156,930
Individual	5,000	2,500	-	(2,500)	(5,000.00)	0%	2,500
Investment Earnings/Gains	50,000	25,000	29,054	4,054	(20,946.00)	58%	54,050
School Sponsored Activities	500	250	-	(250)	(500.00)	0%	250
Other State & Local	140,000	70,000	148,453	78,453	8,453.00	106%	218,450
United Way	17,000	8,500	3,900	(4,600)	(13,100)	23%	12,400
Total Revenues	4,581,910	2,290,956	2,498,566	207,610	(2,083,344)	55%	4,789,520
Expenses							
Salaries	2,083,993	1,041,997	983,811	(58,186)	(1,100,182.00)	47%	2,025,810
Employee Benefits							
Retirement	206,848	103,424	108,754	5,330	(98,094.00)	53%	212,180
Payroll Taxes	149,516	74,758	73,984	(774)	(75,532.00)	49%	148,740
Employee Insurance	228,935	114,468	102,488	(11,980)	(126,447.00)	45%	216,960
Unemployment Compensation	12,110	6,055	4,671	(1,384)	(7,439.00)	39%	10,730
Purchase Services							
Contractual Services	792,997	396,499	457,792	61,293	(335,205.00)	58%	854,290
Accounting & Auditing Services	40,000	20,000	21,311	1,311	(18,689.00)	53%	41,310
Legal Services	35,000	17,500	30,147	12,647	(4,853.00)	86%	47,650
Dues & Memberships	6,500	3,250	3,093	(157)	(3,407.00)	48%	6,340
Communication	12,000	6,000	11,123	5,123	(877.00)	93%	17,120
Advertising	1,000	500	960	460	(40.00)	96%	1,460
Transportation-Student	208,754	104,377	98,934	(5,443)	(109,820.00)	47%	203,310
Food-Students	173,784	86,892	43,911	(42,981)	(129,873.00)	25%	130,800
Operational/Property Service							
Building Rent	230,000	115,000	140,689	25,689	(89,311.00)	61%	255,690
Liability & Property Insurance	44,000	22,000	21,727	(273)	(22,273.00)	49%	43,730
Utilities - Admin Building	6,000	3,000	3,060	60	(2,940.00)	51%	6,060
Other Property Services							
Education/Training/Travel/Food	15,000	7,500	25,666	18,166	10,666.00	171%	33,170
Student/Parent Activities	8,500	4,250	30	(4,220)	(8,470.00)	0%	4,280
Supplies & Materials							
Supplies	75,000	37,500	103,173	65,673	28,173.00	138%	140,670
Building Supplies	9,000	4,500	34	(4,466)	(8,966.00)	0%	4,530
Technology	45,000	22,500	18,563	(3,937)	(26,437.00)	41%	41,060
Equipment	40,000	20,000	16,479	(3,521)	(23,521)	41%	36,480
Total Expenses	4,423,937	2,211,970	2,270,400	58,430	(2,153,537)	51%	4,482,370
Revenue Over/(Under) Expenses	\$ 157,973	\$ 78,986	228,166	\$ 149,180	\$ 70,193		\$ 307,150
Beginning Cash Balance, July 1, 2022			2,482,285				
YTD Change in Payroll Liabilities			(13,830)				
LESS: YTD Capital Expenses			(28,837)				
Total Ending Cash and Investment Balance December 31, 2022			2,667,784				
Less Operational Reserve Funds			(920,000)				
Less Board Designated Reserve Funds			(1,120,324)				
Remaining Cash & Investment Balance			627,460				

No assurance is provided on these cash basis financial statements or supplementary information.
Substantially all disclosures omitted.

GENESIS SCHOOL, INC.

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GENESIS SCHOOL, INC.
STATEMENT OF ASSETS, LIABILITIES AND NET ASSETS -
MODIFIED CASH BASIS
DECEMBER 31, 2022

ASSETS

Cash and cash equivalents	\$ 1,149,089
Investments, at cost	1,518,695
Other assets	15,435
Property and equipment, net	<u>346,746</u>
 Total Assets	 <u><u>\$ 3,029,965</u></u>

LIABILITIES AND NET ASSETS

Liabilities:	
Payroll liabilities	\$ <u>7,327</u>
 Net Assets:	
Without donor restrictions	2,987,204
With donor restrictions	<u>35,434</u>
 Total Net Assets	 <u>3,022,638</u>
 Total Liabilities and Net Assets	 <u><u>\$ 3,029,965</u></u>

See accountants' report.

GENESIS SCHOOL, INC.
STATEMENT OF FUNCTIONAL EXPENSES - MODIFIED CASH BASIS
FOR THE SIX MONTHS ENDED DECEMBER 31, 2022

	Charter School	Management and General	Total
Salaries	\$ 836,369	\$ 147,440	\$ 983,809
Payroll taxes and benefits	253,340	36,557	289,897
Building and equipment maintenance	30,673	-	30,673
Conferences, meetings and travel	25,658	8	25,666
Contract and professional fees	118,214	144,502	262,716
Depreciation	13,575	339	13,914
Student transportation	98,934	-	98,934
Office supplies	-	484	484
Other supplies	105,055	7,081	112,136
Insurance	-	21,727	21,727
Utilities	3,060	-	3,060
Program and support services	261,298	-	261,298
Printing and publications	1,332	960	2,292
Textbooks and educational materials	7,655	-	7,655
Telephone and communications	9,780	12	9,792
Rent expense	157,168	-	157,168
Dues and memberships	-	3,093	3,093
	<hr/>	<hr/>	<hr/>
Total expenses	\$ 1,922,111	\$ 362,203	\$ 2,284,314

See accountants' report.

Check Register by Type

Payee Type: Vendor

Check Type: Check

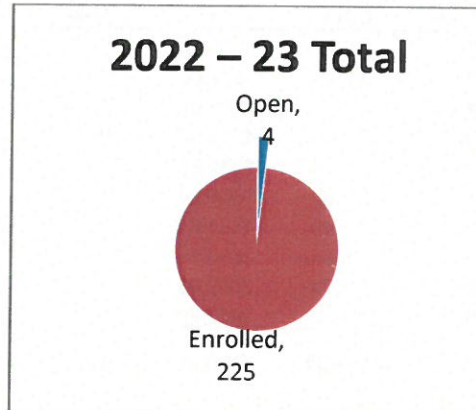
Checking Account ID: 3

Check Number	Check Date	Cleared	Void	Void Date	Entity ID	Entity Name	Check Amount
1043	12/07/2022	X			STA	STA OF MISSOURI INC	19,791.90
1044	12/07/2022	X			TOSHIBA1	TOSHIBA BUSINESS SOLUTIONS., INC	45.00
1045	12/07/2022	X			WESTBR	WESTBROOK & CO., P.C.	3,716.00
1046	12/07/2022	X			WORKCUFF	LEROIE WORKCUFF	465.00
1047	12/21/2022				ASSEL	ASSEL CONSULTING, LLC	39.90
1048	12/21/2022	X			KENTON	KENTON BROTHERS, INC.	422.50
1049	12/21/2022				K12ITC	MENLO, INC	4,985.38
1050	12/21/2022				NONPROFIT	NONPROFIT CONNECT	550.00
1051	12/21/2022				SOCIALWORK	SOCIAL WORK P.R.N., INC.	2,605.47
1052	12/21/2022				STA	STA OF MISSOURI INC	1,179.95
1053	12/21/2022				SURENCY	SURENCY LIFE AND HEALTH	257.90
1054	12/21/2022				TMOBILE	T-MOBILE	51.52
1055	12/21/2022	X			UNIVMO	UNIVERSITY OF MISSOURI-KANSAS CITY AR	900.00
1056	12/21/2022	X			WORKCUFF	LEROIE WORKCUFF	1,175.00
99998082	12/13/2022	X			AMAZON	AMAZON CAPITAL SERVICES INC	2,146.47
Checking Account ID: 3					Void Total:	0.00	Total without Voids: 77,981.41
Check Type Total: Check					Void Total:	0.00	Total without Voids: 77,981.41
Payee Type Total: Vendor					Void Total:	0.00	Total without Voids: 123,910.25
Grand Total:					Void Total:	0.00	Total without Voids: 156,778.99

January 18th ENROLLMENT UPDATE

Notes:

- 225 students currently enrolled, two short of capacity of 229. Average K-8 class size is 16.4 students
- Small over-enrollment in grades 5, 7 and 8 make up for small shortfall in grades 2 and 3.



98.2%

Enrolled/Capacity

<u>Grade</u>	<u>22-23 Target</u>	<u>Registered/ Attending</u>	<u>Offered</u>	<u>Waitlist</u>	<u>Remaining Aavailable/Unoffered Slots</u>
PK	9	7		23	
K	20	19	2	2	1
1	20	18	1		
2	20	16		5	4
3	30	24		3	6
4	30	30		5	
5	20	23		17	
6	20	21		1	
7	30	31		14	
8	30	31		7	
Other		5			
Totals	<u>229</u>	<u>225</u>	<u>3</u>	<u>77</u>	<u>13</u>

Notes:

Governance Committee Update

1. Board Resignation: One Board member has submitted resignation. No requirement in the Bylaws to immediately fill.

2. Anticipate 2 or 3 openings for 2023-24 Board.

- Potential Skill Gaps (Finance, Public Relations, Academics/Performance)
- Requesting all Board Members consider potential nominees for Board and/or Committee members.

3. July also is the time for new 2023-24 Board Officers. If you are interested and have the time, let us know.

Board Training Discussion

How did reading the University of Arkansas article reinforce, broaden, or contradict your notions about Return on Investment in schools and the work of the Board?

How do you think schools should demonstrate a return on the investment of public dollars?