

APPROVED



# Hogan Preparatory Academy

## Minutes

### Hogan Preparatory Academy

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#### **Date and Time**

Monday July 26, 2021 at 5:30 PM

#### **Location**

Notice is hereby given that the Hogan Preparatory Academy Board will conduct a Board Meeting at 5:30 PM on Monday, July 26, 2021 at Hogan Preparatory Academy District Office, at 6409 Agnes Avenue. Due to COVID-19 safety protocols, the meeting can be attended remotely by the Zoom link or the conference call telephone number below:

Virtual:

<https://us02web.zoom.us/j/82806521764?pwd=cFlzRmRXWlU3SytXNmtpsaEhjV2FhZz09>

Meeting ID: 828 0652 1764

Passcode: W7aFwf

One tap mobile

+19292056099,,82806521764#,,,,\*038583# US (New York)

+13017158592,,82806521764#,,,,\*038583# US (Washington DC)

Dial by your location:

+1 312 626 6799 US (Chicago)

Meeting ID: 828 0652 1764

Passcode: 038583

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#### **Directors Present**

Albert Ray (remote), Danielle Binion (remote), David Collier (remote), Lynne Beaver (remote), Mary Viveros (remote), Matt Samson, Robin Carlson (remote)

#### **Directors Absent**

*None*

#### **Guests Present**

Dana Cutler (remote), Jami Williams (remote), Jamie Berry (remote), Janice Thomas, Jayson Strickland, Jazmine Salach (remote), Paul Greenwood (remote), Robyn Wahbby (remote), Tamara Burns (remote), Tanya Shippy (remote)

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#### **I. Opening Items**

**A. Call the Meeting to Order**

Mary Viveros called a meeting of the board of directors of Hogan Preparatory Academy to order on Monday Jul 26, 2021 at 5:30 PM.

**B. Record Attendance and Guests**

**C. Adoption of Agenda**

Albert Ray made a motion to Adopt the agenda.

Matt Samson seconded the motion.

The board **VOTED** to approve the motion.

**Roll Call**

Matt Samson Aye

Lynne Beaver Aye

Albert Ray Aye

Mary Viveros Aye

Robin Carlson Aye

Danielle Binion Aye

David Collier Aye

**D. Comments from Public**

**E. Comments from the Board President**

- Introduction of Danielle Binoin as new BOD and welcome

**F. Comments from the Superintendent**

- Introduction of Jazmine Salach, Director of Special Education
- Izette Torres was an star in the relocation of the central office.
- Feedback in communications is resulting in improved weekly communications to staff and administrators; links will be in the BOD updates.
- 2020-21 audit process beginning; BOD will receive forms from Daniel Jones, auditor.

**II. HPA Board Dashboard**

**A. HPA BOD July Dashboard**

- July dashboard: Metrics approved and adopted by BOD based on the renewal application.
- Question: Will document be on a monthly basis? A: It will be at board meetings and in BOD weekly updates. Dr. Viveros advised it would be reviewed and help up. Question: Rolling in board goals & opportunity to add additional spots, A: Committee reports still on agenda; BOD has discretion to adjust the dashboard.

**III. Consent Agenda**

**A. Approval of June 28, 2021 Minutes**

Matt Samson made a motion to approve the minutes from Hogan Preparatory Academy on 06-28-21.

Albert Ray seconded the motion.

The board **VOTED** to approve the motion.

**Roll Call**

Robin Carlson Aye  
Danielle Binion Aye  
Mary Viveros Aye  
Lynne Beaver Aye  
David Collier Aye  
Matt Samson Aye  
Albert Ray Aye

**B. Approval of Closed Session Minutes**

Matt Samson made a motion to Approve closed session minutes.

Albert Ray seconded the motion.

The board **VOTED** to approve the motion.

**Roll Call**

Danielle Binion Aye  
Matt Samson Aye  
Lynne Beaver Aye  
Albert Ray Aye  
Robin Carlson Aye  
David Collier Aye  
Mary Viveros Aye

**C. HPA HR Report**

Matt Samson made a motion to Approve HR report.

Albert Ray seconded the motion.

The board **VOTED** to approve the motion.

**Roll Call**

Albert Ray Aye  
Lynne Beaver Aye  
Danielle Binion Aye  
David Collier Aye  
Robin Carlson Aye  
Matt Samson Aye  
Mary Viveros Aye

**D. Evolve Contract**

Matt Samson made a motion to Approve Evolve Contract.

Albert Ray seconded the motion.

The board **VOTED** to approve the motion.

**Roll Call**

Lynne Beaver Aye  
David Collier Aye  
Mary Viveros Aye  
Robin Carlson Aye  
Albert Ray Aye  
Matt Samson Aye  
Danielle Binion Aye

**E. TICO Productions Marketing Proposal**

Matt Samson made a motion to Approve TICO Productions Marketing Proposal.

Albert Ray seconded the motion.

The board **VOTED** to approve the motion.

**Roll Call**

Albert Ray Aye

**Roll Call**

Danielle Binion Aye  
Matt Samson Aye  
Mary Viveros Aye  
Robin Carlson Aye  
Lynne Beaver Aye  
David Collier Aye

**F. Operation Breakthrough Pre-K MOU**

Matt Samson made a motion to Approve Operation Breakthrough Pre-K MOU.  
Albert Ray seconded the motion.  
The board **VOTED** to approve the motion.

**Roll Call**

Lynne Beaver Aye  
Mary Viveros Aye  
Matt Samson Aye  
Albert Ray Aye  
Robin Carlson Aye  
David Collier Aye  
Danielle Binion Aye

**G. HPA Staff Communications Policy**

Matt Samson made a motion to Approve HPA Staff Communications Policy.  
Albert Ray seconded the motion.  
The board **VOTED** to approve the motion.

**Roll Call**

David Collier Aye  
Robin Carlson Aye  
Matt Samson Aye  
Lynne Beaver Aye  
Albert Ray Aye  
Mary Viveros Aye  
Danielle Binion Aye

**H. Resolution for Credit Card Authorization**

Matt Samson made a motion to Approve the Resolution for Credit Card Authorization.  
Albert Ray seconded the motion.  
The board **VOTED** to approve the motion.

**Roll Call**

Mary Viveros Aye  
Lynne Beaver Aye  
Albert Ray Aye  
David Collier Aye  
Robin Carlson Aye  
Matt Samson Aye  
Danielle Binion Aye

**I. Resolution for FY21-22 Banking Signature Card**

Matt Samson made a motion to Approve the Resolution for FY 21-22 Banking Signature Card.  
Albert Ray seconded the motion.  
The board **VOTED** to approve the motion.

**Roll Call**

Lynne Beaver Aye

**Roll Call**

Albert Ray Aye  
Danielle Binion Aye  
Matt Samson Aye  
David Collier Aye  
Mary Viveros Aye  
Robin Carlson Aye

**IV. Finance Committee**

**A. Finance Committee Report**

- \$311K above May forecast
- Savings in expenses
- Elementary school acquired
- Dates:
  - 8/15: Annual Secretary of Board report
  - 8/23: ESSER III app due
  - 9/3: Materials due to auditor
  - 9/13: Audit
  - 9/30: Final expenditure reports due

**B. Approve June Expenses**

Matt Samson made a motion to Approve June expenses.  
Albert Ray seconded the motion.  
The board **VOTED** to approve the motion.

**Roll Call**

Mary Viveros Aye  
Matt Samson Aye  
Danielle Binion Aye  
David Collier Aye  
Robin Carlson Aye  
Albert Ray Aye  
Lynne Beaver Aye

**V. Academics**

**A. Academic Committee Report**

- Data: below basic with percentage increase
- Performance: Numbers up
- SGP: 23% of student's gain a years growth
- Cascade of Accountability

**VI. Governance and Board Development**

**A. Governance & Board Development Committee**

- July 9th: onboarding of Danielle Binion---8 hours of online training and meeting with Kent Peterson
- Current BOD members for (4) hours training; 2 hours in retreat and 2 hours in monthly meetings
- BOT self evaluation due August 6th
- BOT to complete Supt evaluation

- Q: Fundraising-someone to come in to provide training A: Discuss later

## VII. New Business

### A. HPA Feasibility Study

Albert Ray made a motion to Approve the Feasibility Study.

Robin Carlson seconded the motion.

The board **VOTED** to approve the motion.

#### Roll Call

Robin Carlson Aye

Lynne Beaver Aye

Matt Samson Aye

Mary Viveros Aye

Albert Ray Aye

Danielle Binion Aye

David Collier Aye

### B. KLS II-Hogan Loan

Lynne Beaver made a motion to Approve KLS II Hogan Loan.

Albert Ray seconded the motion.

The board **VOTED** to approve the motion.

#### Roll Call

Danielle Binion Aye

David Collier Aye

Matt Samson Aye

Albert Ray Aye

Robin Carlson Aye

Mary Viveros Aye

Lynne Beaver Aye

## VIII. Closing Items

### A. Motion to go into Closed Session

Lynne Beaver made a motion to made a motion to Go into Closed session pursuant to RSMo § 610.021. Closed meetings and closed records authorized when, exceptions, sunset dates for certain exceptions (3) Hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded and (13) Individually identifiable personnel records, performance ratings or records pertaining to employees or applicants for employment...

Robin Carlson seconded the motion.

The board **VOTED** to approve the motion.

#### Roll Call

Albert Ray Aye

Matt Samson Aye

Lynne Beaver Aye

Danielle Binion Aye

David Collier Aye

Robin Carlson Aye

Mary Viveros Aye

### B. Motion to go into Closed Session/Return to General Session

Lynne Beaver made a motion to go into Closed Session/Return to General Session with no action to be taken by the Board.

Robin Carlson seconded the motion.

The board **VOTED** to approve the motion.

**Roll Call**

David Collier Aye  
Albert Ray Aye  
Mary Viveros Aye  
Matt Samson Aye  
Robin Carlson Aye  
Danielle Binion Aye  
Lynne Beaver Aye

**C. Adjourn Meeting**

Lynne Beaver made a motion to Adjourn the meeting.

Robin Carlson seconded the motion.

The board **VOTED** to approve the motion.

**Roll Call**

David Collier Aye  
Matt Samson Aye  
Danielle Binion Aye  
Mary Viveros Aye  
Lynne Beaver Aye  
Robin Carlson Aye  
Albert Ray Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:57 PM.

Respectfully Submitted,  
Mary Viveros