



DELASALLE EDUCATION CENTER

August 10, 2021 AGENDA

Time: 8:30 A.M

Location: Virtual via Zoom Link

<https://us02web.zoom.us/j/87177534813?pwd=SWZ0bU9vTmpWNDRhK0RmUE5CeFlpUT09>

1. Call to Order
2. Determination of Quorum / Agenda Approval
3. Public Comment
4. Consent Agenda
 - a. Minutes from Prior Meetings
5. Finance Committee report
 - a. Update on July's financials
 - b. Projections for the remainder of the fiscal year
 - c. Update on fundraising (received ytd)
6. Governance Committee report
 - a. Update on Board calendar
 - b. Update on Board recruitment and other governance issues
7. Executive Director report
 - a. Questions and Answers
 - b. School Calendar
8. New Business:
 - a. Revision of the Bylaws
 - b. MOU 20/20 Leadership
 - c. Closed Executive Session and in addition to the board of directors, Dana Cutler will be joining.

Next Meeting: September 14, 2021

MINUTES OF BOARD MEETING

De La Salle Charter School

July 13, 2021

Scott Ferber
Lisa Krigsten
David Oliver
Vicki Stofer

BOARD OF DIRECTORS:

Present	Absent	Administration Present
Scott Ferber David Oliver Vicki Stofer	Lisa Krigsten	Sean Stalling Lisa Griffin Anne Nichols

CALL TO ORDER

The Board of Directors at De La Salle Charter School convened for the regular board meeting on July 13, 2021, at 8:30 A.M. virtually. David Oliver, called the meeting to order.

ROLL CALL

The roll was called.

Scott Ferber
Lisa Krigsten (Absent)
David Oliver
Vicki Stofer

QUOROM PRESENT

David Oliver determined a quorum was present.

PUBLIC COMMENT

The next order of business was the public comment session as provided by Board Policy. There were none.

AGENDA

The July 13, 2021 Board Meeting Agenda was reviewed. David Oliver moved to adopt the agenda. Vicki Stofer seconded the motion. The agenda was approved by unanimous consent.

CONSENT AGENDA

The Board reviewed the Consent Agenda which included the minutes of the June 8, 2021 regular board meeting. Scott Ferber moved to approve the Consent Agenda. Vicki Stofer

seconded the motion. The motion passed with unanimous consent.

FINANCIAL REPORT

The Board reviewed the June 2021, Financial Summary Report, prepared and presented by the administration, a copy of which is attached hereto and includes the check registry.

Bus was purchased.

Reported 125 students but will most likely receive a credit for 131 students we will receive a bonus of \$ 100,000 for the year.

2021-2022 enrollment is on target for 180 students. We have about 175 students enrolled so far.

Increased health care contributions for staff.

Finances are strong and we are in a stable position.

Fundraising is doing well. We have increased our \$650,000 target goal from last year.

David Oliver moved to approve the Financial Summary Report and the Check Registry as presented and the Budget report. Vicki Stofer seconded the motion. The motion passed with unanimous consent.

PRESIDENT'S REPORT

None

GOVERNANCE COMMITTEE REPORT

Board member's search in progress.

David Oliver meet with Trisha and another potential board member.

EXECUTIVE DIRECTOR REPORT

The Executive Director's Report is attached hereto.

Highlights from Executive Report - there is a current enrollment of 129 and there is a 9th and 10th grade increase.

Hired Kelley Brady for enrollment support.

Summer School started and 21 students in Credit Recovery program.

Restorative Justice to come into the building for the 2021-2022 year.

NEW/OLD BUSINESS

5 Essential Survey report available.

David Oliver moved to approve the staff single health benefits Vicki Stofer & Scott Ferber seconded the motion. The motion passed with unanimous consent. Motion approved to implement staff single health benefits.

CLOSED EXECUTIVE SESSION

Motion to go to Executive closed session. David moved to adjourn the meeting and to go into executive closed session. Vicki Stofer seconded. The motion passed with unanimous consent to go into executive closed session.

ADJOURNMENT

The meeting adjourned at 9:48 A.M.

FUTURE MEETINGS

The next Board Meeting will be held virtually at 8:30 A.M. on August 10, 2021.

Minutes prepared by Lisa Griffin Development/Operations Manager.
Minutes approved by the SVN Board of Directors on August 10, 2021.

LISA KRIGSTEN, Board Secretary



July 2021 Financials

PREPARED AUGUST 2021
RV

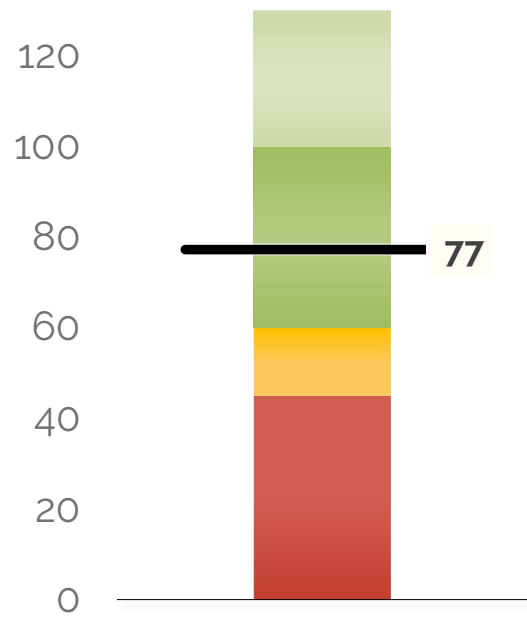


- **Executive Summary**
- **Key Performance Indicators**
- **Forecast Overview**
- **Cash Forecast**
- **Appendix**

- The school is looking forward to in person learning and will closely monitor enrollment and attendance.
- Since the Board approved the 2021-2022 budget in June the following changes have happened:
 - School updated the contribution policy for employee health insurance to provide an additional benefit to staff. Total enrollment is 8 more staff than budget. The increased expense is reflected in July forecast.
 - Actual FY21 final ADA is higher than DESE payment, which will result in a prior year adjustment payment.

Days of Cash

Cash balance at year-end divided by average daily expenses

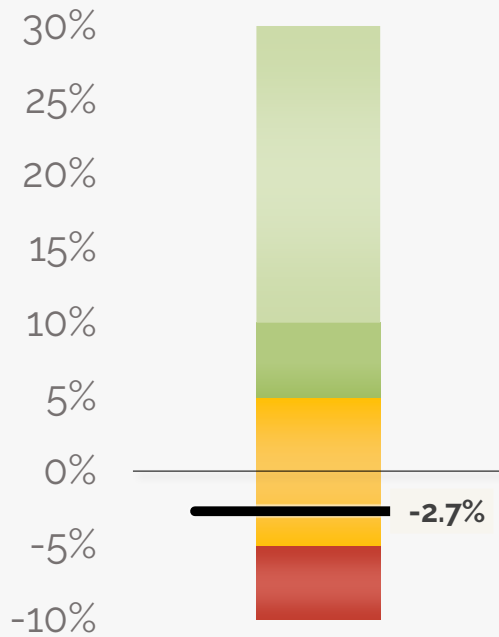


77 DAYS OF CASH AT YEAR'S END

The school will end the year with 77 days of cash. This is above the recommended 60 days

Gross Margin

Revenue less expenses, divided by revenue

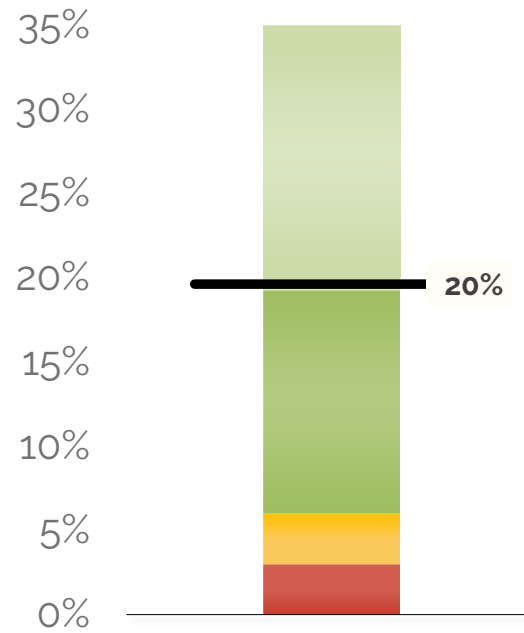


-2.7% GROSS MARGIN

The forecasted net income is -\$80k, which is \$88k below the budget. It yields a -2.7% gross margin.

Fund Balance %

Forecasted Ending Fund Balance / Total Expenses



19.63% AT YEAR'S END

The school is projected to end the year with a fund balance of \$597,014. Last year's fund balance was \$676,990.

Forecast Overview

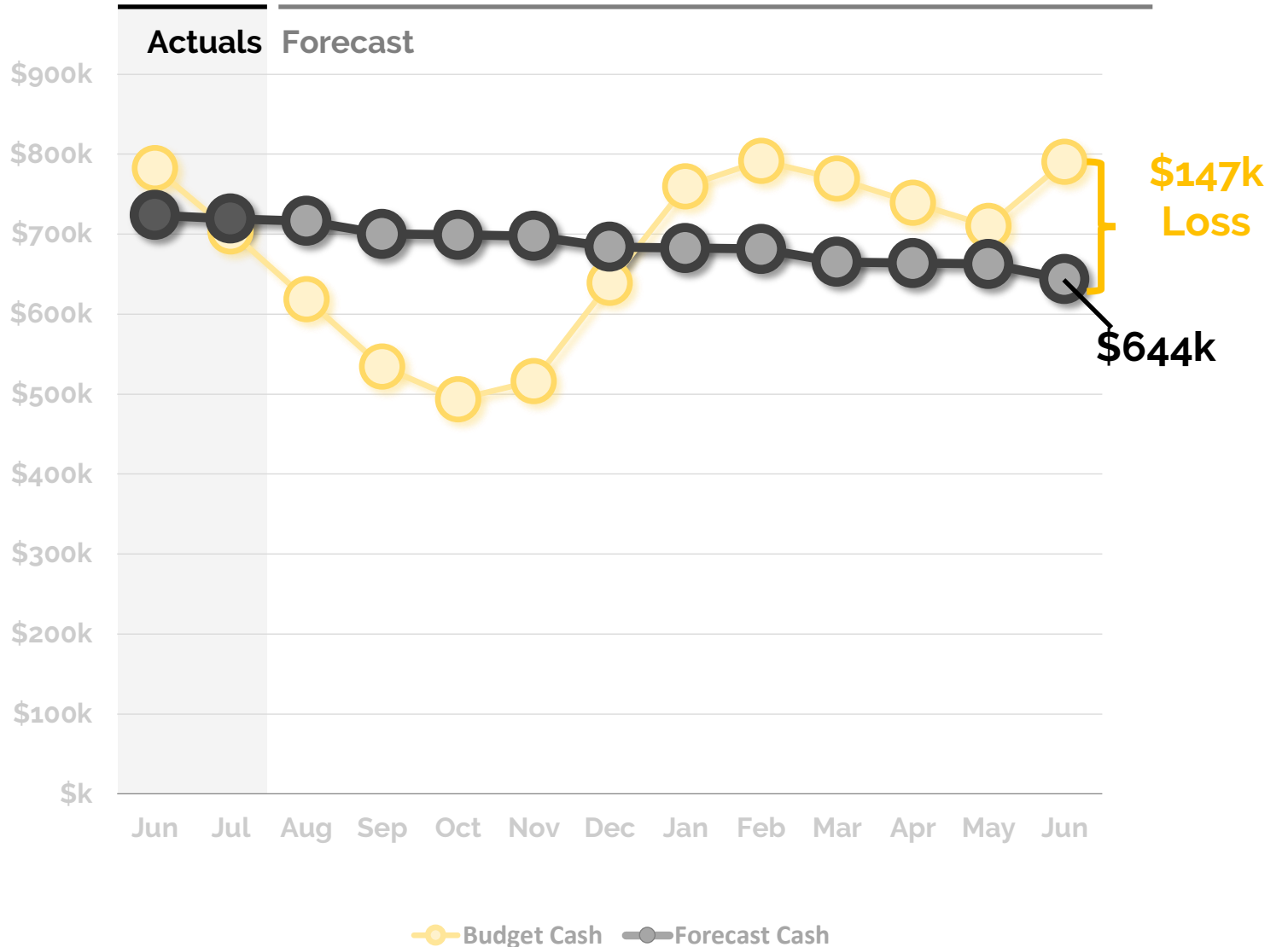
	Forecast	Budget	Variance	Variance Graphic	Comments
Revenue	\$3m	\$3m	-0.0	-0k	DESE state revenue budgeted at 175 beginning of year students with 78% attendance. 154 WADA at \$8,200 per WADA payment.
Expenses	\$3m	\$3m	-\$88k	-88k	DLS updated the insurance policy to contribute more towards staff insurance. Staff enrollment increased by 8 staff.
Net Income	-\$80k	\$8k	-\$88k	-88k	

77 Days of Cash at year's end

We forecast the school's year ending cash balance as **\$643.72k**, **\$147k** below budget.

FY21 year end net income was \$59k below target due to the bus purchase.

FY22 current forecast is \$88k below budget which will likely fluctuate once DESE prior year adjustment calculates.





QUESTIONS?

Please contact your EdOps Finance Specialist:

Anne Nichols

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816.985.5144

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	Year-To-Date			Annual Forecast			
	Actual	Budget	Variance	Forecast	Budget	Variance	Remaining
Revenue							
Local Revenue	12,932	7,941	4,992	137,045	137,045	0	124,112
State Revenue	104,154	63,966	40,187	1,248,939	1,248,939	0	1,144,785
Federal Revenue	-	41,968	(41,968)	917,753	917,753	(0)	917,753
Private Grants and Donations	91,026	-	91,026	650,000	650,000	(0)	558,974
Earned Fees	25	-	25	7,992	7,992	0	7,967
Total Revenue	208,137	113,874	94,263	2,961,728	2,961,728	(0) ①	2,753,591
Expenses							
Salaries	118,936	115,070	(3,866)	1,386,799	1,380,845	(5,954)	1,267,863
Benefits and Taxes	33,682	29,331	(4,351)	434,006	351,974	(82,033)	400,324
Staff-Related Costs	-	42	42	24,950	24,950	(0)	24,950
Rent	-	-	-	-	-	-	-
Occupancy Service	24,266	24,655	389	295,860	295,860	0	271,594
Student Expense, Direct	8,438	83	(8,355)	392,402	392,402	(0)	383,964
Student Expense, Food	-	-	-	72,450	72,450	(0)	72,450
Office & Business Expense	32,492	24,138	(8,353)	340,238	340,238	0	307,746
Transportation	1,535	-	(1,535)	95,000	95,000	0	93,465
Total Ordinary Expenses	219,349	193,320	(26,030)	3,041,705	2,953,719	(87,986)	2,822,355
Net Operating Income	(11,212)	(79,445)	120,293	(79,976)	8,010	87,986	(68,764)
Extraordinary Expenses							
Capital Outlay	-	-	-	-	-	-	-
Total Extraordinary Expenses	-	-	-	-	-	-	-
Total Expenses	219,349	193,320	(26,030)	3,041,705	2,953,719	(87,986) ②	2,822,355
Net Income	(11,212)	(79,445)	68,233	(79,976)	8,010	(87,986) ③	(68,764)
Cash Flow Adjustments	6,909	-	6,909	(0)	-	(0)	(6,909)
Change in Cash	(4,304)	(79,445)	75,142	(79,976)	8,010	(87,986)	(75,673)

① REVENUE: \$0K BEHIND

② EXPENSES: \$88K BEHIND

DSL updated the insurance contribution policy, which provided greater savings to staff. This resulted in an increased enrollment of 8 staff members.

③ NET INCOME: \$88K behind

Monthly Financials

Income Statement	Actual	Forecast											TOTAL
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	
Revenue													
Local Revenue	12,932	11,283	11,283	11,283	11,283	11,283	11,283	11,283	11,283	11,283	11,283	11,283	137,045
State Revenue	104,154	104,071	104,071	104,071	104,071	104,071	104,071	104,071	104,071	104,071	104,071	104,071	1,248,939
Federal Revenue	0	83,432	83,432	83,432	83,432	83,432	83,432	83,432	83,432	83,432	83,432	83,432	917,753
Private Grants and Donations	91,026	50,816	50,816	50,816	50,816	50,816	50,816	50,816	50,816	50,816	50,816	50,816	650,000
Earned Fees	25	724	724	724	724	724	724	724	724	724	724	724	7,992
Total Revenue	208,137	250,326	250,326	250,326	250,326	250,326	250,326	250,326	250,326	250,326	250,326	250,326	2,961,728
Expenses													
Salaries	118,936	111,761	123,652	110,249	110,249	121,499	110,249	110,249	123,652	110,249	110,249	125,806	1,386,799
Benefits and Taxes	33,682	35,931	37,376	35,815	35,815	36,976	35,815	35,815	37,376	35,815	35,815	37,776	434,006
Staff-Related Costs	0	2,268	2,268	2,268	2,268	2,268	2,268	2,268	2,268	2,268	2,268	2,268	24,950
Occupancy Service	24,266	24,690	24,690	24,690	24,690	24,690	24,690	24,690	24,690	24,690	24,690	24,690	295,860
Student Expense, Direct	8,438	34,906	34,906	34,906	34,906	34,906	34,906	34,906	34,906	34,906	34,906	34,906	392,402
Student Expense, Food2	0	6,586	6,586	6,586	6,586	6,586	6,586	6,586	6,586	6,586	6,586	6,586	72,450
Office & Business Expense	32,492	27,977	27,977	27,977	27,977	27,977	27,977	27,977	27,977	27,977	27,977	27,977	340,238
Transportation	1,535	8,497	8,497	8,497	8,497	8,497	8,497	8,497	8,497	8,497	8,497	8,497	95,000
Total Ordinary Expenses	219,349	246,030	259,366	244,402	244,402	256,812	244,402	244,402	259,366	244,402	244,402	261,920	2,969,255
Total Expenses	219,349	252,616	256,953	250,988	250,988	263,399	250,988	250,988	265,953	250,988	250,988	268,507	3,041,705
Net Income	-11,212	-2,290	-15,626	-662	-662	-13,072	-662	-662	-15,626	-662	-662	-18,180	-79,976
Cash Flow Adjustments	6,909	-628	-628	-628	-628	-628	-628	-628	-628	-628	-628	-628	0
Change in Cash	-4,304	-2,918	-16,254	-1,290	-1,290	-13,700	-1,290	-1,290	-16,254	-1,290	-1,290	-18,808	-79,976

	<i>Previous Year End</i>	<i>Current</i>
	<i>6/30/2021</i>	<i>7/31/2021</i>
Assets		
Current Assets		
Cash	723,694	719,391
Intercompany Transfers	-4,547,725	-4,547,725
Accounts Receivable	4,014,005	4,014,005
Total Current Assets	189,974	185,671
Noncurrent Assets		
Facilities, Net	544,546	544,546
Operating Fixed Assets, Net	133,853	133,853
Total Noncurrent Assets	678,399	678,399
Total Assets	868,373	864,070
Liabilities and Equity		
Liabilities		
Current Liabilities		
Other Current Liabilities	191,383	198,292
Accounts Payable	0	0
Total Current Liabilities	191,383	198,292
Total Long-Term Liabilities	0	0
Total Liabilities	191,383	198,292
Equity		
Unrestricted Net Assets	676,990	676,990
Net Income	0	-11,212
Total Equity	676,990	665,778

Check Register by Type

Payee Type: Vendor		Check Type: Automatic Payment				Checking Account ID: 1		
<u>Check Number</u>	<u>Check Date</u>	<u>Cleared</u>	<u>Void</u>	<u>Void Date</u>	<u>Entity ID</u>	<u>Entity Name</u>	<u>Check Amount</u>	
2952	07/13/2021	X			KCMO	KC WATER SERVICES DEPARTMENT	1,077.57	
2953	07/06/2021	X			BCBS	BLUE CROSS BLUE SHIELD OF KANSAS CITY	6,500.14	
2954	07/20/2021	X			WASTE	WASTE MANAGEMENT	1,293.62	
2955	07/02/2021	X			PRINCIPAL	PRINCIPAL INSURANCE	604.05	
2956	07/06/2021	X			GUIDEONE	GUIDE ONE	4,795.00	
2957	07/23/2021	X			EVERGY	EVERGY	6,628.41	
2958	07/30/2021	X			HENRDOR	DORETHA HENRY	2,200.00	
2959	07/26/2021	X			TOSHIBAFIN	TOSHIBA FINANCIAL SERVICES	1,589.44	
2964	07/27/2021	X			CITYOFKC	CITY OF KANSAS CITY, MISSOURI	0.01	
2965	07/19/2021	X			AMAZON	AMAZON	16.99	
Checking Account ID: 1					Void Total:	0.00	Total without Voids:	24,705.23
Check Type Total:		Automatic Payment		Void Total:	0.00	Total without Voids:	24,705.23	

Payee Type: Vendor		Check Type: Check				Checking Account ID: 1		
<u>Check Number</u>	<u>Check Date</u>	<u>Cleared</u>	<u>Void</u>	<u>Void Date</u>	<u>Entity ID</u>	<u>Entity Name</u>	<u>Check Amount</u>	
32713	07/08/2021	X			CARTER	CARTER BROADCAST GROUP, INC.	2,960.00	
76373862	07/22/2021	X			VERIZON	VERIZON WIRELESS SERVICES LLC	2,600.65	
76373863	07/22/2021	X			STAPLES	STAPLES ADVANTAGE	200.32	
76378183	07/23/2021	X			CBPROGRAMS	CB PROGRAMS, INC.	2,965.99	
76378184	07/23/2021	X			SOFTWAREUN	SOFTWARE UNLIMITED, INC.	5,445.00	
76378185	07/23/2021	X			SHOUTPOINT	SHOUTPOINT	845.00	
76378186	07/23/2021	X			ELECTRONIC	ELECTRONICS SUPPLY CO., INC	26.92	
76378187	07/23/2021	X			ELECTRONIC	ELECTRONICS SUPPLY CO., INC	7.86	
76378188	07/23/2021	X			POWESHARON	SHARON POWELL	687.50	
76378189	07/23/2021	X			ENCORE	ENCORE GRANT SERVICES INC	729.00	
76378190	07/23/2021	X			REEVESWIDE	REEVES WIDEMAN MIDTOWN - CC	37.00	
76378191	07/23/2021	X			SHRED3	SHRED IT USA	12.95	
76378192	07/23/2021	X			HARRCHR	CHRIS HARRIS	700.00	
76378900	07/23/2021	X			BURTIN	BURTIN & ASSOCIATES, INC.	4,000.00	
76378901	07/23/2021	X			K12	K12 ITC, INC.	3,980.05	
76378902	07/23/2021	X			JOSTENS	JOSTENS	18.75	
76378903	07/23/2021	X			RCLAWN	R C LAWN & TREE	1,610.00	
76379383	07/23/2021	X			RICHTON	TONYA RICHARDSON	56.35	
76379384	07/23/2021	X			LEWISJAMIE	JAMIE LEWIS	74.88	
76379385	07/23/2021	X			PAYPOOL	Paypool LLC	346.25	
76379386	07/23/2021	X			EVERGY	EVERGY	366.66	
76379387	07/23/2021	X			SYMMETRY	SYMMETRY ENERGY SOLUTIONS LLC	837.47	
76379388	07/23/2021	X			JAMES	JAMES W. TIPPIN & ASSOCIATES	3,000.00	
76379389	07/23/2021	X			INSTRUCTUR	INSTRUCTURE	5,000.00	
76379390	07/23/2021	X			EDOPS	EDOPS	8,000.00	
76379391	07/23/2021	X			ELITEPROT	ELITE PROTECTION SERVICES LLC	2,550.00	
76379392	07/23/2021	X			BORISJUDIT	JUDITH BORIS	1,870.00	
76398828	07/29/2021	X			BORISJUDIT	JUDITH BORIS	720.00	
Checking Account ID: 1					Void Total:	0.00	Total without Voids:	49,648.60
Check Type Total:		Check		Void Total:	0.00	Total without Voids:	49,648.60	
Payee Type Total:		Vendor		Void Total:	0.00	Total without Voids:	74,353.83	
Grand Total:				Void Total:	0.00	Total without Voids:	74,353.83	

DeLaSalle Education Center
Executive Director's Report
August 8, 2021

The following is the Executive Director's report for August, 2021.

Enrollment/ Attendance	<p>The enrollment goal for SY21-22 is 180 students.</p> <p>There are currently 174 enrolled at DeLaSalle Education Center as of August 8, 2021. The breakdowns are as follows:</p> <p>9th grade – 27 students (5 – F / 22 – M) 10th grade – 49 students (26 – F / 23 – M) 11th grade - 37 students (19 – F / 18 – M) 12th grade – 37 students (21 – F / 16 – M)</p> <p>FlipSide Program – 24 students (8 – F / 16 – M)</p> <p>New / Re-Enrollment Pending</p> <p>Total of 9 students pending enrollment or reenrollment as of August 8, 2021.</p> <p>10th – 1 11th – 4 12th – 4</p>
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**Academics/
Market
Value
Attainment**

Academics

In-Person School and Virtual School

The school is focused on in-person instruction. Currently, we have no students that have requested Virtual School as an option. We will have that option available, if a family makes that request.

The following are the Market Value Asset partnerships that we have secured for SY 21-22:

<i>Partner</i>	<i>Field of Study</i>	<i>MVA Area of Focus</i>
Block 37	Various	Internships
Entrepreneur Business Basics	Entrepreneurship	Entrepreneurial Experience/Internships
MindDrive	STEM	IRCs
UrbanTec	Technology	IRCs
Penn Valley (MCC)	Various	Dual Enrollment
Operation Breakthrough	Various Exposures	Early Exposure
StartLand	Business Development	Client Connected Projects
Youth Ambassadors (developing)	Various	Internships

<p>New Staff / 3rd Party Services</p>	<p>The following are new staff to DLS:</p> <ul style="list-style-type: none"> ▪ Ms. Christle Reed – Director of Student Life ▪ Ms. Jamie James – Counselor ▪ Ms. Gabby Dedrick – Math ▪ Mr. Micah Robinson – Math <p>The following are partners with our 3rd party services partners. They will work at the school full and part time. They are as follows:</p> <ul style="list-style-type: none"> ▪ Mr. Emmaniel Maxi – Community In Schools ▪ Mr. Larry Wilkins – Center for Restorative Justice <p>I am finalizing the new organization chart. Also the metrics associated with the different areas of the school as a result of reorganization.</p> <p>I will submit these items to the board at the September Board Meeting.</p>
<p>Professional Development/A</p>	<p>Areas of Focus for SY 21-22</p>

<p>Academic Focus</p>	<p>Teachers return on August 9th. Two-week professional development focused on the following school-wide initiatives:</p> <ul style="list-style-type: none"> • Teaching in a Block Schedule (Instruction) • Data Driven Instruction Literacy Improvement (Instruction) • Trauma Informed Practices and Culture • Restorative Justice
<p>Significant Development Awarded for SY 22</p>	<p>As of August 8th, the following grants and awards have been secured for SY21-22:</p> <ul style="list-style-type: none"> • Sherman Family Foundation - \$50,000 • Health Forward Foundation - \$100,000 • Baum Family Foundation - \$100,000 • Combat Grant - \$146,000 • Kauffman RWL Grant - \$150,000 <p>The following grants were submitted since last board report:</p> <ul style="list-style-type: none"> • Jackson County Children’s Fund – 2 years @ \$225,000 • Mader Foundation - \$13,900

July 2021							July
Su	M	Tu	W	Th	F	Sa	
				1	2	3	4 INDEPENDENCE DAY
4	5	6	7	8	9	10	
11	12	13	14	15	16	17	
18	19	20	21	22	23	24	
25	26	27	28	29	30	31	

August 2021							August
Su	M	Tu	W	Th	F	Sa	
						7	7 BACK TO SCHOOL BASH
1	2	3	4	5	6	7	9 TEACHERS RETURN
8	9	10	11	12	13	14	9-20 TEACHER / PD PREP DAYS
15	16	17	18	19	20	21	23 FIRST DAY FOR STUDENTS
22	23	24	25	26	27	28	
29	30	31					

September 2021							September
Su	M	Tu	W	Th	F	Sa	
			1	2	3	4	1-3 MATH & READING DIAGNOSTIC TESTING
						6	HOLIDAY - LABOR DAY (No School)
5	6	7	8	9	10	11	9 PARENT NIGHT
12	13	14	15	16	17	18	17 PLC DAY (No School for Students)
19	20	21	22	23	24	25	
26	27	28	29	30			

October 2021							October
Su	M	Tu	W	Th	F	Sa	
					1	2	15 TEACHER WORKDAY (8:30-12 PM)/FAFSA (No School for Students)
							15 PARENT-TEACHER CONFERENCE (12:30-5 PM) (No School for Students)
3	4	5	6	7	8	9	20 MIDTERM EXAMS
10	11	12	13	14	15	16	21 MIDTERM GRADES DUE
17	18	19	20	21	22	23	22 PLC DAY (No School for Students)
24	25	26	27	28	29	30	29 FIRST QUARTER ENDS
31							

November 2021							November
Su	M	Tu	W	Th	F	Sa	
	1	2	3	4	5	6	1 SECOND QUARTER BEGINS
							3 FIRST QUARTER GRADES DUE
7	8	9	10	11	12	13	7 Daylight Saving Ends
14	15	16	17	18	19	20	22 PLC Day (No School for Students)
21	22	23	24	25	26	27	23-26 NO SCHOOL - FALL BREAK
28	29	30					

December 2021							December
Su	M	Tu	W	Th	F	Sa	
			1	2	3	4	20-31 WINTER BREAK
5	6	7	8	9	10	11	
12	13	14	15	16	17	18	
19	20	21	22	23	24	25	
26	27	28	29	30	31		

January 2022							January
Su	M	Tu	W	Th	F	Sa	
						1	3 CLASSES RESUME
						17	HOLIDAY - MARTIN LUTHER KING DAY (No School)
2	3	4	5	6	7	8	19-20 FINAL EXAMS
9	10	11	12	13	14	15	20 FINAL EXAM GRADES DUE
16	17	18	19	20	21	22	21 PLC DAY/FIRST SEMESTER ENDS (No School for Students)
23	24	25	26	27	28	29	24 SECOND SEMESTER STARTS
30	31						26 2ND Q/FIRST SEMESTER GRADES DUE

February 2022							February
Su	M	Tu	W	Th	F	Sa	
		1	2	3	4	5	2-4 MATH & READING DIAGNOSTIC TESTING
							14 Valentines Day
6	7	8	9	10	11	12	18 TEACHER WORK DAY (8:30 - 12 PM) (No School for Students)
13	14	15	16	17	18	19	18 PARENT-TEACHER CONFERENCE (12:30 - 5 PM) (No School for Students)
20	21	22	23	24	25	26	21 HOLIDAY - PRESIDENTS DAY (No School)
27	28						

March 2022							March
Su	M	Tu	W	Th	F	Sa	
							13 Daylight Savings Begins
		1	2	3	4	5	16 MIDTERM EXAMS
6	7	8	9	10	11	12	17 MIDTERM GRADES DUE
13	14	15	16	17	18	19	18 PLC DAY (No School for Students)
20	21	22	23	24	25	26	
27	28	29	30	31			

April 2022							April
Su	M	Tu	W	Th	F	Sa	
					1	2	8 THIRD QUARTER ENDS
							11-15 SPRING HOLIDAY (No School)
3	4	5	6	7	8	9	18 FOURTH QUARTER BEGINS
10	11	12	13	14	15	16	20 THIRD QUARTER GRADES DUE
17	18	19	20	21	22	23	
24	25	26	27	28	29	30	

May 2022							May
Su	M	Tu	W	Th	F	Sa	
						13	13 PLC DAY (No School for Students)
1	2	3	4	5	6	7	25-26 SENIORS FINAL EXAM
8	9	10	11	12	13	14	27 SENIORS LAST DAY OF SCHOOL/ SENIOR GRADES DUE
15	16	17	18	19	20	21	30 HOLIDAY - MEMORIAL DAY (No School)
22	23	24	25	26	27	28	
29	30	31					

June 2022							June
Su	M	Tu	W	Th	F	Sa	
			1	2	3	4	1-2 FINAL EXAMS (9TH - 11TH GRADE)
							3 FOURTH QUARTER / FINAL GRADES DUE
5	6	7	8	9	10	11	3 LAST DAY OF SCHOOL FOR STUDENTS & TEACHERS
							4 SENIOR GRADUATION
12	13	14	15	16	17	18	6-10 SCHOOL MAKEUP DAYS (AS NEEDED)
19	20	21	22	23	24	25	
26	27	28	29	30			



**MEMORANDUM OF UNDERSTANDING
BETWEEN
DELASALLE EDUCATION CENTER
AND
MOKAN 20/20 VISION, INC. DBA 20/20 LEADERSHIP**

This Memorandum of Understanding is entered into between DeLaSalle Education Center and MoKan 20/20 Vision, Inc., d/b/a 20/20 Leadership, for the purpose of clarifying their roles and responsibilities relating to District students' participation in the 20/20 Leadership Program.

Whereas, 20/20 Leadership is a bi-state youth personal, and leadership development program which exposes students to community issues, teaches personal, and leadership skills, and builds community-wide relationships; and

Whereas, DeLaSalle Education Center desires to provide its students with opportunities to learn outside of the classroom while expanding their academic skills and positioning themselves for post-secondary success.

Therefore, in consideration of the mutual promises contained herein, DeLaSalle Education Center and 20/20 Leadership agree to the terms and conditions set forth below and in the accompanying Exhibit, which is attached and incorporated by reference. If there are any conflicts between this MOU and Exhibit, the terms and conditions of this MOU shall control.

I. Responsibilities

20/20 Leadership Shall:

- Provide selected DeLaSalle Education Center students with a 9-month 20/20 Leadership Program Curriculum for Juniors and Seniors and a 5-month 20/20 Leadership Curriculum for Freshmen and Sophomores, as more fully described on the attached Exhibit A. 20/20 Leadership will serve up to 15 students in each grade level participating unless otherwise agreed upon by both parties.
- Provide student transportation to all activities.
- Evaluate the success of the Leadership Program, as more fully described in Exhibits A and B, and provide DeLaSalle Education Center with the results.
- Designate and assign data analysis staff so that program outcomes can be provided.

The District Shall:

- Determine what high school students will participate in the 20/20 Leadership Program.
- Appoint designated staff at participating school to be the liaison between students and 20/20 Leadership staff, as more fully described in Exhibit A.

- Appoint designated staff to communicate with 20/20 Leadership regarding student grades, behavior and attendance.
- Appoint designated individuals from DeLaSalle Education Center Assessment team to assist in gathering information so that 20/20 Leadership Program outcomes can be evaluated.

II. Term

The term of this MOU shall begin on the date of the signature of the District's Superintendent, and will be void if the District deems students are not benefitting from participation within the 20/20 Leadership Program.

III Confidential Student Information

In instances where 20/20 Leadership receives or has access to confidential information of District students during the Leadership Program, 20/20 Leadership covenants and agrees to hold such information in trust and confidence and to exercise diligence in protecting and safeguarding such information, all in compliance with the Family Educational Rights and Privacy Act (FERPA), and in accordance with the Student Data Privacy Act and the addendum attached hereto.

IV. Liability Responsibility

To the extent allowed by law, each party shall be solely responsible for any and all actions, suits, damages, liabilities and other proceedings brought against it as a result of entering into this Memorandum of Understanding, and any such claims shall be determined according to applicable law. Neither party is obligated to indemnify or hold the other party harmless as a result of such claims.

V. Dispute Resolution

The parties agree to cooperate in good faith in all actions relating to this MOU. Should a dispute arise, the parties' representatives shall promptly initiate negotiations, and the parties agree to use their best efforts to resolve such dispute in a fair and equitable manner, without the need for expensive and time-consuming litigation.

VI. Board Approval

20/20 Leadership understands and agrees that this MOU will not become effective until approved by the District's Board of Education and signed by the District.

VII. Entire Agreement

The written terms and provisions of this MOU shall supersede all prior verbal statements of any and every official and/or other representative of 20/20 Leadership and District; and such

statement shall not be effective or be construed as entering into, forming a part of, or altering in any way whatsoever, this written MOU.

VIII. Amendments

This MOU may be amended only by agreement in writing between the parties.

IX. Right to Terminate

Either party may at any time terminate this MOU, without cause, upon thirty (30) days' prior written notice. District may immediately terminate this MOU for failure of 20/20 Leadership to comply with the terms and conditions of this MOU.

X. Assignment

This MOU may not be assigned by 20/20 Leadership without prior consent of District. 20/20 Leadership may not delegate its duties under this MOU to another without District's prior written consent.

XI. Governing Law and Severability

This MOU shall be governed by the laws of the State of Missouri; and if any provision is found to be in conflict with any Missouri law or regulation, it is the intent of the parties hereto that such provision shall have no force and effect, and the remainder of the MOU shall be valid as though such conflicting provision had not been written or made a part hereof.

XII. Notices

Any correspondence shall be sent to:

DeLaSalle Education Center
Sean Stalling
3737 Troost Ave.
Kansas City, Missouri 64109

MoKan 20/20 Vision, Inc.
Marnie Morgan, Executive Director
31 West 31st Street
Kansas City, Missouri 64108
660-232-1497
mmorgan@2020leadership.org

This Memorandum of Understanding approved by DeLaSalle Education Center, Board of Education on this _____ day of _____.

Signatures on following page.

DELASALLE EDUCATION CENTER

Name: _____

Title: _____

Date: _____

MOKAN 20/20 VISION, INC. DBA 20/20 LEADERSHIP

Name: Marnie Morgan

Title: Executive Director

Date: 7/1/2021

EXHIBIT A

The **9-month 20/20 Leadership Program for Juniors and Seniors** and the **5-month program for Freshmen and Sophomores** provides students experiences in three critical pillars:

1. **Agility/Competency and Workforce Development Training** – Our team works with local experts and agencies to identify the critical competencies that prepare students for future success regardless of the career path they choose. From communication skills, problem solving and teamwork, to leadership and critical thinking, 20/20 students are engaging in opportunities that set them apart in the areas that truly position them for success.
2. **Community Engagement** – Our program immerses students in their communities. From meetings with community leaders to partnerships with community agencies, our participants leave knowing more about their communities and how they fit in. Our capstone experience engages students in a project to leave a legacy in their communities. Since 2012, students have raised more than \$400,000 to improve the lives of those around them. This pillar of our program supports students in becoming more aware of their communities, more familiar with policies from local to state and ignites activism and a growth mindset.
3. **Career and College Preparation** - Our mission is to prepare students for the future and this pillar of our program is critical to this mission. For many of our students, college/technical school visits would not be a reality without our program, and we are proud to support students in everything from career exploration to preparing for the financial aspects of post-secondary education.

Regardless of grade level, our program is designed to provide experiential learning opportunities in our three pillars using primarily the following strategies:

- Program Days – 20/20 Leadership students participate in program days which take place on 1 to 2 school days each month. These experiences typically include a curriculum component in addition to activities or experiences designed to engage with material in a hands-on way. Program days typically take place away from the school setting and combine multiple schools for programming. Program day sessions typically begin with picking up students prior to the beginning of school and returning them during the last hour of school so that they can be transported home via the normal busing routes.
- Community Engagement Experiences – Participants are provided opportunities to both learn about and give back to their communities. Our work includes trips to local community agencies and to state government offices. In addition, Juniors in our program are challenged to identify a need in their communities and to implement a project designed to address this need. This strategy involves further exploration of their community as well as the opportunity to practice of soft skills which students are developing during program days.
- Education Visits – Through participation students are provided opportunities to visit a wide variety of post-secondary educational institutions as they explore their visions for the future. Visits include institutions ranging from four-year universities to technical schools.

- Education and Business Experiences – In addition to group visits to education institutions. 20/20 Leadership provides two large scale opportunities for our students to interact with organizations that provide post-secondary education and to explore careers. Our spring Education Expo brings together more than 35 institutions, allowing students to take a look at options for education after high school. Similarly, our winter Business Expo is an opportunity for students to interact with over 35 professionals from around the Kansas City area. This event allows students to practice networking skills and to learn about career options.
- Personal Mentoring – Our work provides us with a unique opportunity to build trusting relationships with students outside of the four walls of the school. Therefore, informal mentoring is an important part of what we do for many of our students. We work diligently to know our students and to link them to the information and resources that will help them succeed.

Students participate in the 20/20 Leadership Program approximately once a month during school hours. Transportation is provided to and from school. Other activities, i.e. scholarship workshops and organizational meetings are typically held during nights/weekend hours.

To support the success of the program, we ask DeLaSalle to:

1. Identify Assessment staff to provide student information so measurement of 20/20 Leadership Program outcomes can be gathered and shared.
2. Support high school principals and designated school staff working with students who participate in the monthly 20/20 Leadership Program.
3. Identify designated staff at each high school to be the liaison between participating students and 20/20 Leadership staff. The school principal and staff, assigned by the principal, will have direct contact with 20/20 staff, and receive monthly communication about program events. Designated staff will remind students to RSVP and to make plans the day before program events.
4. Support 20/20 Leadership staff in identifying and recruiting students for the program and provide final approval for participation of selected students.

Proposed Outcomes:

As part of an expanding maintenance model, 20/20 Leadership internally developed and implemented the Program Survey Feedback System, which aimed to collect survey data and built a cumulative reporting metric with a tangible scoring method. This system has allowed us to independently evaluate the success of each program topic, gained a better comprehensive understanding of changes to be made, and the program-development process itself. Future outcomes include capturing:

- Percentage of 20/20 Leadership participants (completing the 18-month program) who graduate from high school versus % average of district students who graduate from high school

- Percentage of 20/20 Leadership participants (completing the 18-month Program) who enroll in post-secondary education (of any kind to include technical school) versus % average district students who enroll in post-secondary education
- Growth in key curriculum and skill areas

Student surveys have been administered for the many years and students overwhelmingly tell us that 20/20 Leadership has helped their confidence, career readiness, leadership skills and most of all public speaking and networking skills. More than 850 alumni are connected through Facebook, LinkedIn, phone calls and emails. Alumni request assistance with college and career advice, employment assistance and ask to serve on our Board of Directors to give back what they have learned.

EXHIBIT B

DATA SHARING AGREEMENT

TO AUTHORIZE THE RELEASE AND USE OF CONFIDENTIAL DATA

This Data Sharing Agreement is entered into between the DeLaSalle Education Center and MoKan 20/20 Vision, Inc. d/b/a 20/20 Leadership for the purpose of sharing information between the parties in a manner consistent with the Family Educational Rights and Privacy Act, 20 U.S.C. 1232(g) (FERPA).

1. Purpose.

20/20 Leadership and DeLaSalle Education Center will engage in a MOU to provide a Leadership Program to selected high school students. This 20/20 Leadership Program assists students with education, personal development, professional/career development and community engagement. The purpose of this memorandum is to allow DeLaSalle Education Center to share personally identifiable student information (PII or data) in order for 20/20 Leadership to evaluate the effectiveness of its services in improving student performance, and increasing participants' confidence, career readiness, and leadership, public speaking and networking skills. Requested PII may include: grades, attendance data, standardized test scores and behavior data (i.e. behavior grades, suspensions, and/or office referrals). This PII is requested only for students who are participating in the 20/20 Leadership Program, not for the entire student population. Aggregated data without identifiers for the participating schools' other students in these areas is also requested for comparison purposes. If additional data is needed to track the students served, this Memorandum will be amended to list the additional data provided.

2. Compliance with FERPA.

20/20 Leadership agrees to:

- a. Comply in all respects with the provisions of FERPA. Nothing in this memorandum may be construed to allow 20/20 Leadership to maintain, use, disclose or share PII in a manner not allowed by federal law or regulation.
- b. Use the data shared under this memorandum for no purpose other than that described above.
- c. Conduct its study and evaluation in a manner that does not permit the personal identification of students by anyone other than 20/20 Leadership representatives with a legitimate need to know.
- d. Take steps to maintain the confidentiality of the PII at all stages of the study and evaluation, including within the final report, by using appropriate disclosure avoidance techniques. Analysis of the data will be reported publicly only at the aggregate level and not at the individual level.

- e. Destroy all data obtained under this memorandum when it is no longer needed for the purpose for which it was obtained. Any extension to this time frame for destruction will require a signed amendment to this memorandum.
- f. Agrees to indemnify DeLaSalle Education Center, its directors, employees and agents from, and defend against, any liability or expenses (including reasonable attorneys' fees and costs) arising out of or relating to any unauthorized or unlawful disclosure of PII or breach of this agreement by 20/20 Leadership.
- g. The 20/20 Leadership representative authorized to request the PII from DeLaSalle Education Center Academy is: Sally Dannov, 20/20 Leadership Marketing Director

Entered into by:

Sean Stalling
DeLaSalle Education Center

Date

Marnie Morgan
Executive Director
20/20 Leadership

Date

Report Created by Lisa Griffin Development/Operations Manager

TaskName	DueDateTime
Board Document - Policy - Full Board Policy Upload	6/21/2021 23:59
Finance - Approved Monthly Financial Statements	8/12/2021 23:59
Safety - Floor Plan Submitted to Local Police Department - Certification	8/15/2021 23:59
Annual Information - Organizational Chart	8/15/2021 23:59
Finance - ASBR Submission to DESE - Certification	8/16/2021 23:59
Finance - Selection of Auditor	8/16/2021 23:59
Personnel - Contact Information in MOSIS - Certification	8/16/2021 23:59
Board Document - Board Member Conflict of Interest Forms	8/20/2021 23:59
Board Document - Meeting Approved Minutes	8/27/2021 23:59
Annual Information- PreK Certification	8/30/2021 23:59
Board Document - Board Meeting Agenda	8/30/2021 23:59
Board Document - Public Notice Posting - Certification	8/30/2021 23:59
Annual Information - School Specific Contract Measures	8/30/2021 23:59
Personnel - Background Check Completion - Volunteers - Certification	9/1/2021 23:59
Personnel - Background Check Completion Staff- Certification	9/1/2021 23:59
Board Document - Open Meeting Packet	9/1/2021 23:59
Enrollment - Student Residency- Certification	9/2/2021 23:59
Annual Information - Assessment Calendar including local assessments	9/2/2021 23:59
Annual Information- MO Course Access & Virtual School Program (MOCAP) Compliance	9/2/2021 23:59
Facilities Mortgage Lender	9/15/2021 23:59
Annual Information - Student Roster - Certification	10/1/2021 23:59
Annual Information- Perpetual Digital Records Storage	1/1/2022 23:59
Finance - Annual Budgeted Enrollment	7/1/2022 23:59
Board Document- Board Policies in EpiCenter - Certification	7/1/2022 23:59