



Hogan Preparatory Academy

Hogan Preparatory Academy

Date and Time

Monday January 23, 2023 at 5:30 PM CST

Location

Notice is hereby given that the Hogan Preparatory Academy Board will conduct a Board Meeting at 5:30 PM on Monday, January 23, 2023 at Hogan Preparatory Academy Main Office, at 1331 E Meyer Boulevard, Kansas City, MO.

Join Zoom Meeting <https://us02web.zoom.us/j/85723819560pwd=WnNuZlJwb0UyUjBpMGpYZIZHSHVIUT09>

Meeting ID: 857 2381 9560

Passcode: vQVNP3

One tap mobile

+13017158592,,85723819560#,,,,*498062# US (Washington DC)

+13052241968,,85723819560#,,,,*498062# US

Dial by your location

+1 301 715 8592 US (Washington DC)

+1 305 224 1968 US

+1 309 205 3325 US

+1 312 626 6799 US (Chicago)

+1 646 931 3860 US

Agenda

	Purpose	Presenter	Time
I. Opening Items			5:30 PM
Opening Items			
A. Record Attendance and Guests		Dr. Mary Viveros	1 m

Quorum Established

	Purpose	Presenter	Time
B. Call the Meeting to Order		Dr. Mary Viveros	1 m
C. Adoption of Agenda	Vote	Dr. Mary Viveros	1 m
D. Comments from Public		Dr. Mary Viveros	1 m
E. Comments from the Board President		Dr. Mary Viveros	5 m
F. Comments from the Superintendent		Dr. Jayson Strickland	5 m
G. Motion to Go into Closed Session	Discuss	Dr. Mary Viveros & Cutler Law Firm	60 m

RSMo § 610.021. Closed meetings and closed records authorized when, exceptions, sunset dates for certain exceptions (1) Legal actions, causes of action or litigation involving a public governmental body and any confidential or privileged communications between a public governmental body or its representatives and its attorneys.... 3) Hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded.....(13) Individually identifiable personnel records, performance ratings or records pertaining to employees or applicants for employment...

H. Motion to Adjourn to General Session	Vote	Dr. Mary Viveros	5 m
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II. Consent Agenda 6:49 PM

A. Approval of December 12, 2022 minutes	Approve Minutes	Dr. Mary Viveros	1 m
B. Approval of December 15, 2022 HPA Ad Hoc Committee Minutes	Approve Minutes	Dr. Mary Viveros	1 m
C. Approval of December 27, 2022 HPA Special Board Meeting	Approve Minutes	Dr. Mary Viveros	1 m
D. Approval January 5, 2023 Ad Hoc Committee Minutes	Approve Minutes	Dr. Mary Viveros	1 m

	Purpose	Presenter	Time
E. Approval of January 12, 2023 Ad Hoc Committee Minutes	Approve Minutes		1 m
F. Approval of January 17, 2023 Hogan Preparatory BOD Academic Committee Minutes	Approve Minutes	Mary Viveros	1 m
G. HPA January HR Report	Vote	Dr. Tamara Burns	1 m
III. Finance Committee			6:56 PM
A. Finance Committee Report	Vote	David Collier & Dr. Tamara Burns	10 m
B. Approve December Expenses	Vote	David Collier & Dr. Tamara Burns	1 m
IV. Academic Committee			7:07 PM
A. Academic Committee Report	Vote	Dr. Mary Viveros & Edwin Wright	10 m
V. Governance and Board Development Committee			7:17 PM
A. Governance Committee Report	Vote	Dr. Tamara Burns & Matt Samson	10 m
VI. Ad Hoc Committee Report			7:27 PM
A. Ad Hoc Committee Report	Vote	Dr. Jayson Strickland & Steve Gering	45 m

	Purpose	Presenter	Time
Redesign Plan Update			
VII. Old Business			8:12 PM
A. Owner Rep Contract Update	Vote	Dr. Tamara Burns	5 m
VIII. New Business			8:17 PM
A. Approve Brandon Sorlie Contract	Vote	Dr. Jayson Strickland & Edwin Wright	5 m
IX. Calendar			8:22 PM
A. Upcoming Dates	Discuss	Dr. Jayson Strickland	1 m
• February 2nd		HPA BOD Ad Hoc Committee Meeting, 5:30pm	
• February 9th		HPA BOD Ad Hoc Committee Meeting, 5:30pm	
• February 16th		HPA BOD Ad Hoc Committee Meeting, 5:30pm	
• February 20th		President's Day---Schools and Offices closed	
• February 21st		HPA BOD Finance Committee Meeting, 12pm	
• February 23rd		HPA BOD Ad Hoc Committee Meeting, 5:30pm	
• February 27th		HPA BOD Meeting, 5:30pm	
X. Closing Items			8:23 PM
A. Adjourn Meeting	Vote	Dr. Mary Viveros	1 m

Coversheet

Approval of December 12, 2022 minutes

Section: II. Consent Agenda
Item: A. Approval of December 12, 2022 minutes
Purpose: Approve Minutes
Submitted by:
Related Material:
Minutes for Hogan Preparatory Academy on December 12, 2022

DRAFT



Hogan Preparatory Academy

Minutes

Hogan Preparatory Academy

Date and Time

Monday December 12, 2022 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, December 12, 2022 at Hogan Preparatory Academy District Office, at 1331 E Meyer Boulevard, Kansas City, MO.

Join Zoom Meeting [https://us02web.zoom.us/j/83755825402?](https://us02web.zoom.us/j/83755825402?pwd=TXRDekE0V3JHcURkSkxQeFJrMUNCdz09)

[pwd=TXRDekE0V3JHcURkSkxQeFJrMUNCdz09](https://us02web.zoom.us/j/83755825402?pwd=TXRDekE0V3JHcURkSkxQeFJrMUNCdz09) Meeting ID: 837 5582 5402 Passcode: g31PPH One tap mobile +13462487799,,83755825402#,,,,*314951# US (Houston)

+16694449171,,83755825402#,,,,*314951# US

Directors Present

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

Directors Absent

None

Directors who arrived after the meeting opened

Albert Ray

Guests Present

Dana Cutler (remote), Edwin Wright (remote), Janice Thomas (remote), Jayson Strickland (remote), Jazmine Salach (remote), Kent Peterson (remote), Tamara Burns (remote)

I. Opening Items

A. Record Attendance and Guests

Albert Ray arrived.

B. Call the Meeting to Order

Mary Viveros called a meeting of the board of directors of Hogan Preparatory Academy to order on Monday Dec 12, 2022 at 5:30 PM.

C. Adoption of Agenda

John Welchen made a motion to Amend the agenda to add the audit to the Finance Committee Report and under the Ad Hoc Committee to add separate items for the Yondr Bags and Gering Consulting as vote items and the Lottery as discussion.

Robin Carlson seconded the motion.

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

Roll Call

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

D. Comments from Public

E. Comments from the Board President

- Kent Peterson and Angelique Nedved to start joining meetings.
- Letter of support from School Smart KC

F. Comments from the Superintendent

- Recognition of student athletes
- (85) HPA ES students attended the movie "Wakanda Forever"
- Article sent to BOD about cell phone usage in schools

II. Consent Agenda

A. Approval of November 28, 2022 minutes

Matt Samson made a motion to approve the minutes from Hogan Preparatory Academy on 11-28-22.

Danielle Binion seconded the motion.

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

Roll Call

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

B. Approve Closed Session Minutes

Matt Samson made a motion to Approve closed session minutes.

Danielle Binion seconded the motion.

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

Roll Call

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

C. HPA Board Acknowledgement of Closure Assurance- Certifications

Matt Samson made a motion to approve HPA Board Acknowledgement of Closure Assurance- Certifications.

Danielle Binion seconded the motion.

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

Roll Call

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

III. Finance Committee

A. Finance Committee Report

Matt Samson made a motion to approve the Finance Committee Report.

David Collier seconded the motion.

BOD discussed the audit and set a meeting date for December 27, 2022 to review.

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

Roll Call

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

B. Approve November Expenses

Matt Samson made a motion to Approve November expenses.

David Collier seconded the motion.

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

Roll Call

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

IV. Governance and Board Development Committee

A. Governance Committee Report

B. Ad Hoc Committee Report

John Welchen made a motion to Approve the Ad Hoc Committee Report.
Albert Ray seconded the motion.

- Outlined events including redesign updates and cell phone policy

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

Roll Call

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

C. Yondr Bag Purchase

John Welchen made a motion to Approve the Yondr Bag purchase.
Robin Carlson seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

John Welchen made a motion to Approve the contract for Gering Consultant.
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
Albert Ray Aye
John Welchen Aye
Robin Carlson Aye

V. New Business

A. Quality Fencing Contract

Danielle Binion made a motion to approve the Quality Fencing Contract.
Albert Ray seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

VI. Calendar

A. Upcoming Dates

Dr. Strickland mentioned the following dates:

- December 15th for the Ad Hoc Committee meeting
- January 9, 2023---plan due to the Commission

VII. Closing Items

A. Motion to Go into Closed Session

Albert Ray made a motion to to go into closed session for RSMo § 610.021. Closed meetings and closed records authorized when, exceptions, sunset dates for certain exceptions (1) Legal actions, causes of action or litigation involving a public governmental body and any confidential or privileged communications between a public governmental body or its representatives and its attorneys.... 3) Hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded.....(13) Individually identifiable personnel records, performance ratings or records pertaining to employees or applicants for employment...with no action to be taken.

John Welchen seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

B. Return to General Session

Matt Samson made a motion to Return to general session with no action to be taken.

Albert Ray seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

Roll Call

David Collier Aye
John Welchen Aye

C. Adjourn Meeting

John Welchen made a motion to Adjourn the meeting.
Matt Samson seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:51 PM.

Respectfully Submitted,
Mary Viveros

Coversheet

Approval of December 15, 2022 HPA Ad Hoc Committee Minutes

Section: II. Consent Agenda
Item: B. Approval of December 15, 2022 HPA Ad Hoc Committee
Minutes
Purpose: Approve Minutes
Submitted by:
Related Material:
Minutes for Hogan Preparatory Board of Directors Ad Hoc Committee Meeting on
December 15, 2022

DRAFT



Hogan Preparatory Academy

Minutes

Hogan Preparatory Board of Directors Ad Hoc Committee Meeting

Date and Time

Thursday December 15, 2022 at 5:30 PM

Location

Notice is hereby given that the Hogan Preparatory Board of Directors Ad Hoc Committee will conduct a virtual Board Meeting at 5:30 PM on Thursday, December 15, 2022.

Join Zoom Meeting [https://us02web.zoom.us/j/82300397739?](https://us02web.zoom.us/j/82300397739?pwd=OFRItml4SlhBckp5UXQyS0Q2bFNYQT09)

[pwd=OFRItml4SlhBckp5UXQyS0Q2bFNYQT09](https://us02web.zoom.us/j/82300397739?pwd=OFRItml4SlhBckp5UXQyS0Q2bFNYQT09)

Meeting ID: 823 0039 7739

Passcode: ZP5pcW

One tap mobile +13462487799,,82300397739#,,,,*634803# US (Houston)

Committee Members Present

Danielle Binion (remote), John Welchen (remote), Mary Viveros (remote), Robin Carlson (remote)

Committee Members Absent

Albert Ray, David Collier, Matt Samson

Guests Present

Edwin Wright (remote), Janice Thomas (remote), Jayson Strickland (remote), Kent Peterson (remote), Steve Gering (remote)

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

Mary Viveros called a meeting of the Ad Hoc Committee of Hogan Preparatory Academy to order on Thursday Dec 15, 2022 at 5:30 PM.

C. Approve December 8, 2022 Minutes

Robin Carlson made a motion to approve the minutes from Hogan Preparatory Academy Board of Directors Ad Hoc Committee Meeting on 12-08-22.

Mary Viveros seconded the motion.

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

Roll Call

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

II. Ad Hoc Committee

A. Redesign Update

- Steve Gering & Dr. Strickland went over redesign and benchmarks met and unmet.

B. Enrollment Reconfiguration Approval

Robin Carlson made a motion to approve the Enrollment Reconfiguration.

John Welchen seconded the motion.

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

Roll Call

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

C. Community Standards Update

Danielle Binion made a motion to Approve the Community Standards update with revisions as discussed.

Robin Carlson seconded the motion.

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

Roll Call

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

D. Mid-Year Retention Stipends for Non-Teaching Staff

Robin Carlson made a motion to approve Mid-Year Retention Stipends for Non-Teaching Staff.

Mary Viveros seconded the motion.

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

Roll Call

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

III. Closing Items

A. Motion to Go into Closed Session

Robin Carlson made a motion to go into closed session for to RSMo § 610.021. Closed meetings and closed records authorized when, exceptions, sunset dates for certain exceptions (1) Legal actions, causes of action or litigation involving a public governmental body and any confidential or privileged communications between a public governmental body or its representatives and its attorneys.... 3) Hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded.....(13) Individually identifiable personnel records, performance ratings or records pertaining to employees or applicants for employment...with no action to be taken.

Mary Viveros seconded the motion.

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

Roll Call

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

B. Return to General Session

John Welchen made a motion to Return to General Session with no action taken.

Danielle Binion seconded the motion.

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

Roll Call

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

C. Adjourn Meeting

John Welchen made a motion to Adjourn the meeting.

Danielle Binion seconded the motion.

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

Roll Call

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:45 PM.

Respectfully Submitted,
Mary Viveros

Coversheet

Approval of December 27, 2022 HPA Special Board Meeting

Section: II. Consent Agenda
Item: C. Approval of December 27, 2022 HPA Special Board Meeting
Purpose: Approve Minutes
Submitted by:
Related Material:
Minutes for Hogan Preparatory Academy Board Special Meeting on December 27, 2022

DRAFT



Hogan Preparatory Academy

Minutes

Hogan Preparatory Academy Board Special Meeting

Date and Time

Tuesday December 27, 2022 at 5:30 PM

Location

Notice is hereby given that the Hogan Preparatory Academy Board will conduct a virtual Board Meeting at 5:30 PM on Tuesday, December 27, 2022 at Hogan Preparatory Academy District Office, at 1331 E Meyer Boulevard, Kansas City, MO.

Join Zoom Meeting

<https://us02web.zoom.us/j/88459561291?pwd=aS95UG14enhmU2QrT2xpaC9Xa2U4Zz09>

Meeting ID: 884 5956 1291 Passcode: Un2j1R

One tap mobile +19292056099,,88459561291#,,,,*801419# US (New York)

+13017158592,,88459561291#,,,,*801419# US (Washington DC)

Dial by your location

+1 312 626 6799 US (Chicago)

Directors Present

Albert Ray (remote), David Collier (remote), John Welchen (remote), Mary Viveros (remote), Robin Carlson (remote)

Directors Absent

Danielle Binion, Matt Samson

Guests Present

Janice Thomas (remote), Jayson Strickland (remote), Tamara Burns (remote)

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

Mary Viveros called a meeting of the board of directors of Hogan Preparatory Academy to order on Tuesday Dec 27, 2022 at 5:30 PM.

C.

Adoption of Agenda

Albert Ray made a motion to Approve and amend the agenda to move Letter of Concern to closed session.

David Collier seconded the motion.

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

Roll Call

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

D. Comments from Public

E. Comments from the Board President

- Happy and safe New Year from Dr. Viveros

F. Comments from the Superintendent

II. Old Business

A. HPA Audit

John Welchen made a motion to Approve the HPA Audit.

Albert Ray seconded the motion.

- Auditors found HPA to be in compliance.

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

Roll Call

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

B. Owner's Rep Contract

Robin Carlson made a motion to Approve the Owner's Rep contract with the recommended contingencies.

Mary Viveros seconded the motion.

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

Roll Call

Albert Ray Aye
David Collier Aye
Matt Samson Absent
Danielle Binion Absent

Roll Call

John Welchen Aye
Mary Viveros Aye
Robin Carlson Aye

III. Closing Items

A. Motion to Go into Closed Session

John Welchen made a motion to go into closed session for RSMo § 610.021. Closed meetings and closed records authorized when, exceptions, sunset dates for certain exceptions (1) Legal actions, causes of action or litigation involving a public governmental body and any confidential or privileged communications between a public governmental body or its representatives and its attorneys.... 3) Hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded.....(13) Individually identifiable personnel records, performance ratings or records pertaining to employees or applicants for employment...with no action to be taken.

Albert Ray seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

B. Return to General Session

John Welchen made a motion to Return to general session with no action to be taken.

Robin Carlson seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

C. Adjourn Meeting

John Welchen made a motion to Adjourn the meeting.
Robin Carlson seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

John Welchen Aye
Danielle Binion Absent
Robin Carlson Aye
David Collier Aye
Mary Viveros Aye

Roll Call

Matt Samson Absent

Albert Ray Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:30 PM.

Respectfully Submitted,
Mary Viveros

Coversheet

Approval January 5, 2023 Ad Hoc Committee Minutes

Section: II. Consent Agenda
Item: D. Approval January 5, 2023 Ad Hoc Committee Minutes
Purpose: Approve Minutes
Submitted by:
Related Material:
Minutes for Hogan Preparatory Academy Ad Hoc Committee Meeting on January 5, 2023

DRAFT



Hogan Preparatory Academy

Minutes

Hogan Preparatory Academy Ad Hoc Committee Meeting

Date and Time

Thursday January 5, 2023 at 5:30 PM

Location

Notice is hereby given that the Hogan Preparatory Academy Ad Hoc Committee will conduct a Committee Meeting at 5:30PM on Thursday, January 5, 2023.

Join Zoom Meeting

Committee Members Present

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

Committee Members Absent

None

Guests Present

Janice Thomas, Jayson Strickland (remote)

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

Mary Viveros called a meeting of the Ad Hoc Committee of Hogan Preparatory Academy to order on Thursday Jan 5, 2023 at 5:30 PM.

II. Ad Hoc Committee

A. Redesign Plan Update

Committee discussed Redesign Plan updates.

III. Closing Items

A.

Motion to Go into Closed Session

B. Adjourn Meeting

Albert Ray made a motion to Adjourn meeting.
John Welchen seconded the motion.
The committee **VOTED** to approve the motion.

Roll Call

Mary Viveros Aye
John Welchen Aye
David Collier Aye
Danielle Binion Aye
Robin Carlson Aye
Matt Samson 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 6:30 PM.

Respectfully Submitted,
Mary Viveros

Coversheet

Approval of January 12, 2023 Ad Hoc Committee Minutes

Section: II. Consent Agenda
Item: E. Approval of January 12, 2023 Ad Hoc Committee Minutes
Purpose: Approve Minutes
Submitted by:
Related Material:
Minutes for Hogan Preparatory Academy Ad Hoc Committee Meeting on January 12, 2023

DRAFT



Hogan Preparatory Academy

Minutes

Hogan Preparatory Academy Ad Hoc Committee Meeting

Date and Time

Thursday January 12, 2023 at 5:30 PM

Location

Notice is hereby given that the Hogan Preparatory Academy Ad Hoc Committee will conduct a Committee Meeting at 5:30PM on Thursday, January 12, 2023.

Join Zoom Meeting:

<https://us02web.zoom.us/j/89312162117?pwd=WnluR2VUNzM4T3lEM0JESFpMK2drdz09>

Meeting ID: 893 1216 2117 Passcode: BBQ1c1 One tap mobile
+13052241968,,89312162117#,,,,*498082# US
+13092053325,,89312162117#,,,,*498082# US

Committee Members Present

Albert Ray (remote), Danielle Binion (remote), John Welchen (remote), Mary Viveros (remote), Matt Samson (remote), Robin Carlson (remote)

Committee Members Absent

David Collier

Guests Present

Janice Thomas, Jayson Strickland, Kent Peterson (remote)

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

Mary Viveros called a meeting of the Ad Hoc Committee of Hogan Preparatory Academy to order on Thursday Jan 12, 2023 at 5:30 PM.

II. Ad Hoc Committee

A.

Planning Team Update

Committee discussed planning team updates.

B. January 9 Plan Update

Discussion of January 9th plan and updates.

C. Letter of Concern Next Steps

Next steps discussion.

III. Closing Items

A. Adjourn Meeting

Albert Ray made a motion to Adjourn the meeting.

John Welchen seconded the motion.

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

Roll Call

John Welchen Aye

Danielle Binion Aye

David Collier Absent

Albert Ray Aye

Mary Viveros Aye

Robin Carlson Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:30 PM.

Respectfully Submitted,
Mary Viveros

Coversheet

Approval of January 17, 2023 Hogan Preparatory BOD Academic Committee Minutes

Section: II. Consent Agenda
Item: F. Approval of January 17, 2023 Hogan Preparatory BOD
Academic Committee Minutes
Purpose: Approve Minutes
Submitted by:
Related Material:
Minutes for Hogan Preparatory Board of Directors Academic Committee Meeting on
January 17, 2023

DRAFT



Hogan Preparatory Academy

Minutes

Hogan Preparatory Board of Directors Academic Committee Meeting

Date and Time

Tuesday January 17, 2023 at 1:00 PM

Location

Location

1331 E Meyer Boulevard
Kansas City, MO 64131

Virtual Information

Academic Committee Meeting
Monday, July 18 · 1:00 – 2:00pm
Google Meet joining info
Video call link: <https://meet.google.com/brd-xnbx-meq>
Or dial: (US) +1 470-210-1323 PIN: 274 908 982#

Date and Time

Virtual Information

Academic Committee Meeting
Monday, November 14 · 10:00am – 10:30am
Google Meet joining info
Video call link: <https://meet.google.com/brd-xnbx-meq>
Or dial: (US) +1 470-210-1323 PIN: 274 908 982#

Committee Members Present

Danielle Binion (remote), Edwin Wright, Mary Viveros (remote)

Committee Members Absent

None

Guests Present

Annelise Thurber, Janice Thomas, Jayson Strickland, Steve Gering

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

Mary Viveros called a meeting of the Academic Excellence Committee of Hogan Preparatory Academy to order on Tuesday Jan 17, 2023 at 1:00 PM.

C. Approve Minutes

Mary Viveros made a motion to Approve minutes.
Danielle Binion seconded the motion.
The committee **VOTED** to approve the motion.

II. Academic Excellence

A. January 17th Agenda

Committee discussed summary of data and progress of students.

III. Closing Items

A. Adjourn Meeting

Danielle Binion made a motion to Adjourn the meeting.
Mary Viveros seconded the motion.
The committee **VOTED** to approve the motion.
There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 2:00 PM.

Respectfully Submitted,
Mary Viveros

Coversheet

HPA January HR Report

Section:	II. Consent Agenda
Item:	G. HPA January HR Report
Purpose:	Vote
Submitted by:	
Related Material:	January 2023 Board - HR Report.pdf

Coversheet

Finance Committee Report

Section: III. Finance Committee
Item: A. Finance Committee Report
Purpose: Vote
Submitted by:
Related Material: December Financials.pdf
January 10th Finance Committee Meeting Minutes Doc.pdf

HOGAN
PREP ACADEMY



December 2022 Financials

PREPARED JAN'23 BY



- **Executive Summary**
- **Cash Forecast**
- **Key Performance Indicators**
- **Forecast Overview**
- **Financials**
- **Monthly Projections**
- **Balance Sheet**

Executive Summary

- Hogan ended December, 2022 with a projected \$11.8M in cash reserves at year end. While is still a bit ahead of the original forecast, it is \$1.35M lower than the 11/22 projections. Correspondingly, days of cash dropped from 281 to 251.
- State revenue continues to be negatively impacted by enrollment and attendance declines. Average Daily Attendance (ADA) has gone from a budget of 1087.4 to 823.5, an almost 25% decline.
- Enrollment as of 12/31/22 was 1041 students. This officially drops Hogan below the 1075 threshold set by KLS, the provider of our capital project loan. Senior leadership will be talking with KLS in early February and will include this information in that discussion.

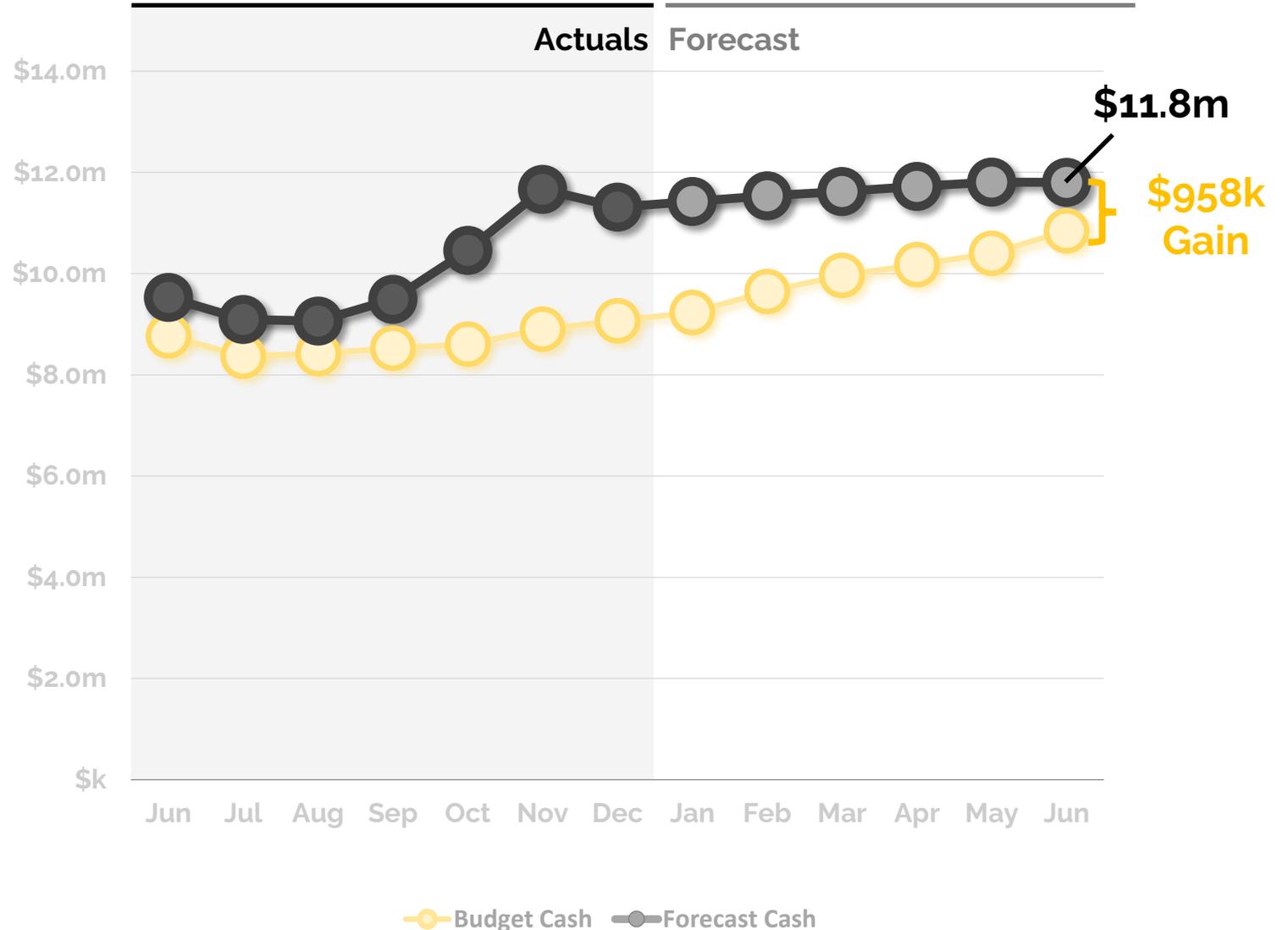
Executive Summary

- **The changes in enrollment and attendance have eroded all of the additional revenue gained this year by the new funding equity WADA. There's still a chance to gain some of that revenue back if Hogan is able to increase enrollment and attendance from current levels.**
- **Expenses continue to trend slightly below budget, still largely due to open staffing positions. This is helping offset some of the increases we are seeing in other expense categories (security, employee benefits, facilities).**

251 Days of Cash at year's end

We forecast the school's year ending cash balance as **\$12m**, **\$958k** above budget.

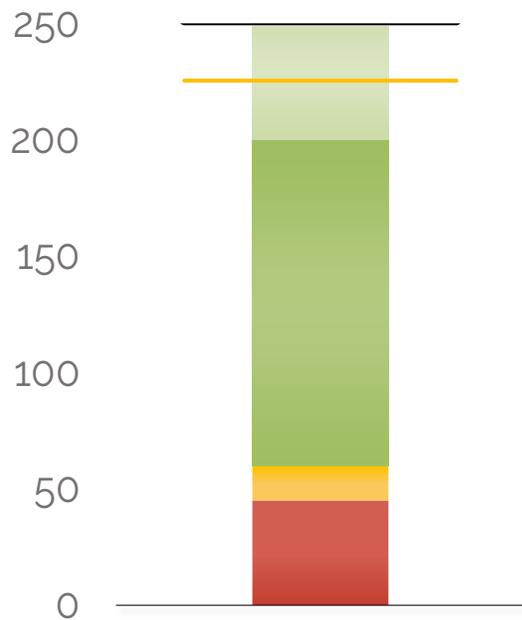
While we are still trending ahead of budget, we lost ground in December. November 2022 YE cash balance was 13.15M and 281 days.



Key Performance Indicators

Days of Cash

Cash balance at year-end divided by average daily expenses

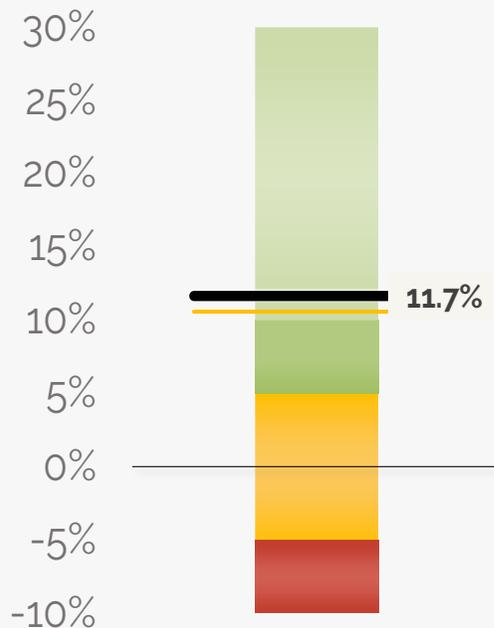


251 DAYS OF CASH AT YEAR'S END

The school will end the year with 251 days of cash. This is above the recommended 60 days. Days of Cash as of 11/22 was 281 days.

Gross Margin

Revenue less expenses, divided by revenue

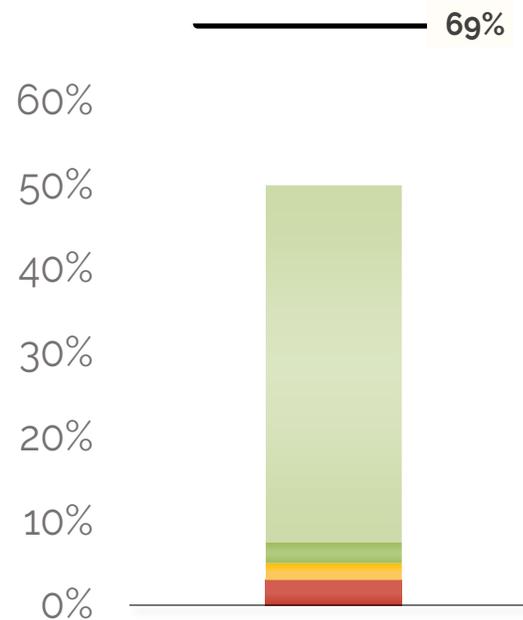


11.7% GROSS MARGIN

The forecasted net income is \$2.3m, which is \$187k above the budget. It yields a 11.7% gross margin.

Fund Balance %

Forecasted Ending Fund Balance / Total Expenses



69.24% AT YEAR'S END

The school is projected to end the year with a fund balance of \$11,862,525. Last year's fund balance was \$9,599,590.

Forecast Overview

	Forecast	Budget	Variance	Variance Graphic	Comments
Revenue	\$19.4m	\$19.6m	-\$236k		Decreases in enrollment and attendance continue to erode State revenue, Hogan's largest source of funds.
Expenses	\$17.1m	\$17.6m	\$423k		Unfilled staff positions result in salary and benefit 'savings'
Net Income	\$2.3m	\$2.1m	\$187k		
Cash Flow Adjustments	\$12k	0	\$12k		
Change in Cash	\$2.3m	\$2.1m	\$199k		

	<i>Actual</i>	<i>Budget</i>	<i>Variance</i>	<i>Forecast</i>	<i>Budget</i>	<i>Variance</i>	<i>Remaining</i>
Revenue							
Local Revenue	809,815	745,864	63,951	1,507,981	1,491,727	16,254	698,167
State Revenue	5,134,673	4,712,736	421,938	10,383,928	10,407,630	(23,702)	5,249,254
Federal Revenue	2,039,784	2,952,279	(912,495)	6,543,506	6,202,728	340,778	4,503,722
Private Grants and Donations	355,700	278,750	76,950	557,500	557,500	(0)	201,800
Earned Fees	263,406	389,146	(125,740)	403,617	972,866	(569,249)	140,211
Total Revenue	8,603,378	9,078,775	(475,397)	19,396,532	19,632,450	(235,918) ①	10,793,154
Expenses							
Salaries	3,056,868	3,562,624	505,756	6,637,358	7,125,248	487,891	3,580,490
Benefits and Taxes	805,984	1,014,822	208,838	1,907,658	2,029,643	121,985	1,101,674
Staff-Related Costs	74,942	113,938	38,996	229,037	227,875	(1,161)	154,095
Rent	100,000	75,000	(25,000)	200,002	150,000	(50,002)	100,002
Occupancy Service	593,573	543,852	(49,721)	1,208,223	1,087,703	(120,520)	614,650
Student Expense, Direct	525,677	913,034	387,358	1,826,069	1,826,069	(0)	1,300,392
Student Expense, Food	381,830	546,498	164,668	1,092,995	1,092,995	0	711,165
Office & Business Expense	377,089	570,425	193,335	1,156,428	1,140,849	(15,579)	779,339
Transportation	416,035	470,780	54,745	941,560	941,560	(0)	525,525
Total Ordinary Expenses	6,331,998	7,810,971	1,478,973	15,199,329	15,621,943	422,613	8,867,331
Net Operating Income	2,271,380	1,267,804	1,003,576	4,197,203	4,010,508	186,695	1,925,822
Extraordinary Expenses							
Interest	171,470	42,117	(129,353)	84,233	84,233	0	(87,237)
Facility Improvements	379,210	925,017	545,807	1,850,034	1,850,034	0	1,470,824
Total Extraordinary Expenses	550,680	967,134	416,454	1,934,267	1,934,268	1	1,383,587
Total Expenses	6,882,678	8,778,105	1,895,427	17,133,596	17,556,210	422,614 ②	10,250,919
Net Income	1,720,701	300,670	1,420,030	2,262,936	2,076,240	186,695 ③	542,235
Cash Flow Adjustments	64,862	-	64,862	12,065	-	12,065	(52,796)
Change in Cash	1,785,562	300,670	1,484,892	76,240	198,761 ⑤	122,521	489,439

① **REVENUE: \$236K BEHIND**
 Reduced revenue due to lower enrollment and attendance

② **EXPENSES: \$423K AHEAD**
 Salaries/benefits from unfilled positions

③ **NET INCOME: \$187K ahead**

④ **CASH ADJ: \$12K AHEAD**

⑤ **NET CHANGE IN CASH: \$199K AHEAD**

Monthly Financials

Income Statement	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	TOTAL
Revenue													
Local Revenue	159,450	144,898	125,697	132,468	122,039	125,263	116,361	116,361	116,361	116,361	116,361	116,361	1,507,981
State Revenue	652,434	768,164	702,991	1,594,362	786,116	630,606	874,876	874,876	874,876	874,876	874,876	874,876	10,383,928
Federal Revenue	76,426	9,573	0	467,609	1,431,274	54,903	750,620	750,620	750,620	750,620	750,620	750,620	6,543,506
Private Grants and Donations	1,000	40,700	314,000	0	0	0	33,633	33,633	33,633	33,633	33,633	33,633	557,500
Earned Fees	95,176	0	168,230	0	0	0	23,368	23,368	23,368	23,368	23,368	23,368	403,617
Total Revenue	984,485	963,335	1,310,918	2,194,440	2,339,429	810,772	1,798,859	1,798,859	1,798,859	1,798,859	1,798,859	1,798,859	19,396,532
Expenses													
Salaries	538,677	442,981	479,855	468,479	528,616	598,260	568,542	568,542	594,030	578,292	591,692	679,392	6,637,358
Benefits and Taxes	139,145	131,021	127,291	134,063	136,996	137,468	181,455	181,455	183,404	182,200	183,226	189,935	1,907,658
Staff-Related Costs	6,252	14,263	11,701	17,932	22,305	2,489	25,682	25,682	25,682	25,682	25,682	25,682	229,037
Rent	16,667	16,667	16,667	16,667	16,667	16,667	16,667	16,667	16,667	16,667	16,667	16,667	200,002
Occupancy Service	81,274	73,148	92,261	99,684	125,521	121,684	102,442	102,442	102,442	102,442	102,442	102,442	1,208,223
Student Expense, Direct	58,017	220,061	38,835	55,145	79,054	74,565	216,732	216,732	216,732	216,732	216,732	216,732	1,826,069
Student Expense, Food	226,775	0	30,401	0	82,569	42,085	118,528	118,528	118,528	118,528	118,528	118,528	1,092,995
Office & Business Expense	60,090	63,614	64,370	88,149	47,495	53,370	129,890	129,890	129,890	129,890	129,890	129,890	1,156,428
Transportation	3,325	5,136	8,353	138,316	99,196	161,709	87,587	87,587	87,587	87,587	87,587	87,587	941,560
Total Ordinary Expenses	1,130,222	966,890	869,735	1,018,436	1,138,419	1,208,297	1,447,525	1,447,525	1,474,962	1,458,020	1,472,445	1,566,855	15,199,329
Operating Income	-145,737	-3,555	441,183	1,176,004	1,201,010	-397,526	351,334	351,334	323,897	340,839	326,413	232,004	4,197,203
Extraordinary Expenses													
Interest	7,019	7,019	7,019	136,372	7,019	7,019	-14,539	-14,539	-14,539	-14,539	-14,539	-14,539	84,233
Facility Improvements	281,250	28,750	0	69,210	0	0	245,137	245,137	245,137	245,137	245,137	245,137	1,850,034
Total Extraordinary Expenses	288,269	35,769	7,019	205,582	7,019	7,019	230,598	230,598	230,598	230,598	230,598	230,598	1,934,267
Total Expenses	1,418,491	1,002,659	876,754	1,224,018	1,145,438	1,215,317	1,678,122	1,678,122	1,705,560	1,688,618	1,703,043	1,797,452	17,133,596
Net Income	-434,006	-39,324	434,164	970,422	1,193,991	-404,545	120,737	120,737	93,299	110,241	95,816	1,407	2,262,936
Cash Flow Adjustments	2,750	3,124	94	-6,089	13,079	51,905	-8,799	-8,799	-8,799	-8,799	-8,799	-8,799	12,065
Change in Cash	-431,257	-36,201	434,258	964,333	1,207,060	-352,640	111,937	111,937	84,500	101,441	87,016	-7,393	2,275,221

	<i>Previous Year End</i>	<i>Current</i>	<i>Year End</i>
	<i>6/30/2022</i>	<i>12/31/2022</i>	<i>6/30/2023</i>
Assets			
Current Assets			
Cash	9,527,639	11,313,201	11,802,640
Total Current Assets	9,527,639	11,313,201	11,802,640
Total Assets	9,527,639	11,313,201	11,802,640
Liabilities and Equity			
Liabilities			
Current Liabilities			
Other Current Liabilities	-71,951	-7,089	-59,886
Total Current Liabilities	-71,951	-7,089	-59,886
Total Long-Term Liabilities	0	0	
Total Liabilities	-71,951	-7,089	
Equity			
Unrestricted Net Assets	9,599,590	9,599,590	9,599,590
Net Income	0	1,720,701	2,262,936
Total Equity	9,599,590	11,320,290	11,862,525



Hogan Preparatory Academy Finance Committee Meeting

Date and Time

Tuesday, January 10th at 12:00 PM

Finance Committee Meeting

Tuesday, January 10th· 12:00 – 12:30pm

Google Meet joining info

Video call link: <https://meet.google.com/xez-jham-vso>

Or dial: (US) +1 631-606-4393 PIN: 793 168 428#

Committee Members Present: David Collier (remote), John Welchen (remote), Jayson Strickland (remote), Tamara Burns (remote), Jamie Berry (remote), Tracy Null (remote)

Committee Members Absent: None

Guest Present: None

I. Opening Items

- | | |
|--|---------------|
| A. Record Attendance | Tamara Burns |
| B. Call the Meeting to Order | David Collier |
| C. Approve minutes | David Collier |
| ○ <i>No December meeting due to early board meeting for winter break</i> | |

II. Focus of the Finance Committee

- | | | |
|---------------------------------------|---------|-------|
| A. December Close Financials | Discuss | Jamie |
| Berry | | |
| ○ Supplemental Report | | |

Here are some of the key highlights:

- Hogan continues to be in a strong cash position, with a YE projection of \$11.8M. However, this is a \$1.35M drop from November's YE projection of \$13.15M. The change is due to lower enrollment and a continuing decline in



attendance. Unfortunately, this impact has erased the full benefit of funding equity for FY23. And for the first time this fiscal year, Hogan is projecting revenue to come in under budget for FY23.

- On a more positive note, we're finally working through the PreK data issues and are showing 37 of the available 41 PreK seats as filled, having a positive impact on Hogan's projected ADA.
- Expense 'savings' continue to be driven by unfilled staff positions and associated benefits.
- Finally, interest from Hogan's cash reserves will provide a small revenue bump this year.
- As we look to the second half of the fiscal year,
 - The focus should remain on attendance and enrollment, especially in light of Hogan's revised model. We'll need to really understand how this model will impact Hogan's attendance for the full year.
 -
 - Hogan should contact KLS to discuss current enrollment as it has fallen below the 1075 floor required per the KLS loan covenants.
 - Hogan and EdOps will complete a staffing and benefits review this month to ensure our projections are accurate for the balance of the year. This information will be reflected in the January supplemental report.
 - EdOps will be making some accounting adjustments to address treatment of the KLS loan, per the FY22 audit recommendations. This will not impact Hogan's bottom line. It is simply re-classifying some of the facilities expenses.

B. Update on the Walker vs. Hogan Trial

III. Closing Items

A. Adjourn Meeting	Vote	Tamara Burns
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Coversheet

Approve December Expenses

Section:	III. Finance Committee
Item:	B. Approve December Expenses
Purpose:	Vote
Submitted by:	
Related Material:	2022.12 HPA CheckRegisterbyType.pdf 2022.12 HPA Accounts Payable.pdf

Hogan Preparatory Academy
01/05/2023 10:45 AM

Check Register by Type

Posted; Journal Code CD; Processing Month 12/2022

Page: 1
User ID: NULLT

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Check Number	Check Date	Cleared	Void	Void Date	Entity ID	Entity Name	Check Amount
12520528	12/20/2022	X			KCWATERSER	KANSAS CITY WATER SERVICES	687.38
12520529	12/20/2022	X			GOOGLE	GOOGLE	580.00
12520530	12/28/2022	X			BAMBOOHRLL	BAMBOO HR LLC	618.07
12520540	12/30/2022	X			HARTFORD1	THE HARTFORD	4,109.03
Checking Account ID: 1					Void Total:	0.00	Total without Voids: 5,994.48
Check Type Total: Automatic Payment			Void Total:		0.00	Total without Voids: 5,994.48	

Payee Type: Vendor		Check Type: Check			Checking Account ID: 1		
Check Number	Check Date	Cleared	Void	Void Date	Entity ID	Entity Name	Check Amount
29242	12/20/2022	X			RAYNIC	NICHOLAS RAY	2,112.50
79427239	12/06/2022	X			MIDAML	MID AMERICA LOCKSMITHS, LLC	98.75
79432711	12/08/2022	X			LESSONSLEA	LISA WILSON	650.00
79432712	12/08/2022	X			SOSPEST	SOS PEST CONTROL	100.00
79432713	12/08/2022	X			MAXIMHEALT	MAXIM HEALTHCARE SERVICES HOLDINGS, INC	5,083.00
79432714	12/08/2022	X			MIDWESTSHR	MIDWEST SHREDDING SERVICE LLC	40.00
79432715	12/08/2022	X			MIDWESTSHR	MIDWEST SHREDDING SERVICE LLC	45.00
79432716	12/08/2022	X			SPIRE	SPIRE	389.22
79432717	12/08/2022	X			AFLAC	AFLAC	171.63
79432718	12/08/2022	X			SPIRE	SPIRE	126.32
79432719	12/08/2022	X			HOMEDEPOTC	HOME DEPOT CREDIT SERVICES	321.05
79432720	12/08/2022	X			RANGEL	RANGEL DISTRIBUTING COMPANY	180.97
79432886	12/08/2022	X			DELTA DENTA	DELTA DENTAL OF MO LOCKBOX	2,897.74
79432887	12/08/2022	X			DELTA VISIO	DELTA VISION	718.10
79432888	12/08/2022	X			LLOYDSABC	ALL BEVERAGE CONTROL, INC.	115.00
79432889	12/08/2022	X			MUTUALOFOM	MUTUAL OF OMAHA	2,667.08
79432890	12/08/2022	X			GUARDIAN	GUARDIAN	709.12
79432891	12/08/2022	X			SPIRE	SPIRE	88.96
79432892	12/08/2022	X			AMAZON	AMAZON/SYNCHRONY BANK	536.41
79433044	12/08/2022	X			SCHOOLWORK	SCHOOLWORKS, LLC	525.00
79433045	12/08/2022	X			WINPROSOLU	WIN PRO SOLUTIONS	1,030.97
79433046	12/08/2022	X			INDUSTRYSP	INDUSTRY SPECIFIC SOLUTIONS	7,062.00
79478207	12/15/2022	X			ENVISIONTE	ENVISION TECHNOLOGY GROUP, LLC	1,290.00
79478208	12/15/2022	X			OMEGA	OMEGA DOOR AND HARDWARE	237.50
79478209	12/15/2022	X			KCPL	KANSAS CITY POWER & LIGHT	5,949.98
79478210	12/15/2022	X			KCPL	KANSAS CITY POWER & LIGHT	83.50
79478211	12/15/2022	X			KCPL	KANSAS CITY POWER & LIGHT	1,889.67
79478212	12/15/2022	X			KCWATERSER	KANSAS CITY WATER SERVICES	112.33
79478213	12/15/2022	X			ATT	AT&T	1,048.11
79478214	12/15/2022	X			ICEMASTERS	ICE MASTERS	107.91
79478215	12/15/2022	X			PLAZAACADE	PLAZA Academy	525.00
79478216	12/15/2022	X			LIFETOUCH	SHUTTERFLY LIFETOUCH, LLC	3,416.21
79478217	12/15/2022	X			EDUTECH	EDUCATION TECH PARTNERS, INC	7,750.00
79478218	12/15/2022	X			SOSPEST	SOS PEST CONTROL	250.00
79478219	12/15/2022	X			RIVEROAKME	RIVER OAK MECHANICAL, LLC	572.44
79478451	12/15/2022	X			BSNSPORTS	BSN SPORTS, LLC	177.80
79478452	12/15/2022	X			UNIFIRSTCO	UNIFIRST CORPORATION	78.98
79478453	12/15/2022	X			GRAING	GRAINGER	67.60
79478454	12/15/2022	X			UNIFIRSTCO	UNIFIRST CORPORATION	91.50
79478455	12/15/2022	X			UNIFIRSTCO	UNIFIRST CORPORATION	59.75
79478555	12/15/2022	X			K12ITC	K12ITC, INC.	14,716.01
79478556	12/15/2022	X			OFFICEESSE	OFFICE ESSENTIALS INC	739.80
79478557	12/15/2022	X			LIDDLE	LIDDLES SPORT SHOP	4,317.33
79478767	12/15/2022	X			PURCHASEPO	PURCHASE POWER	47.49
79478768	12/15/2022	X			PAYPOOL	PAYPOOL LLC	651.50
79478769	12/15/2022	X			BERRYJAM	JAMIE BERRY	1,000.00
79478770	12/15/2022	X			ENCORE	ENCORE INSTITUTE FOR SOCIAL IMPACT	1,030.00
79478771	12/15/2022	X			MIDWESTELE	MIDWEST ELEVATOR COMPANY, INC	1,290.60
79478772	12/15/2022	X			EDOPS	ED OPS	15,583.33

Hogan Preparatory Academy
01/05/2023 10:45 AM**Check Register by Type**

Posted; Journal Code CD; Processing Month 12/2022

Page: 2
User ID: NULL

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79478773	12/15/2022	X			JAMESWTIPP	JAMES W. TIPPIN & ASSOCIATES	5,604.07
79478774	12/15/2022	X			TIMSTERS	KIM BOYKIN	11,479.80
79478775	12/15/2022	X			INDUSTRYSP	INDUSTRY SPECIFIC SOLUTIONS	3,320.00
79478776	12/15/2022	X			ELITEPROTE	BRANDON FARROW	10,200.00
79601009	12/23/2022	X			OPERATION	OPERATION BREAKTHROUGH	3,000.00
79601010	12/23/2022	X			OPERATION	OPERATION BREAKTHROUGH	1,500.00
79601011	12/23/2022	X			KCWATERSER	KANSAS CITY WATER SERVICES	306.21
79601012	12/23/2022	X			KCWATERSER	KANSAS CITY WATER SERVICES	670.35
79601013	12/23/2022	X			KCPL	KANSAS CITY POWER & LIGHT	3,299.51
79601014	12/23/2022	X			KCPL	KANSAS CITY POWER & LIGHT	2,995.48
79601015	12/23/2022	X			YONDRINC	Yondr Inc	10,655.00
79601016	12/23/2022	X			HEARTLANDM	HEARTLAND TRAILWAYS	1,750.00
79601017	12/23/2022	X			HEARTLANDM	HEARTLAND TRAILWAYS	1,850.00
79601018	12/23/2022	X			ADTSECURIT	The ADT Security Corporation	758.55
79601019	12/23/2022	X			KCWATERSER	KANSAS CITY WATER SERVICES	338.72
79601020	12/23/2022	X			MCREALTY	MC REALTY GROUP, LLC	7,484.48
79601022	12/23/2022	X			SOSPEST	SOS PEST CONTROL	100.00
79601023	12/23/2022	X			MCCOWNGORD	MCCOWN GORDON CONSTRUCTION LLC	1,138.40
79601024	12/23/2022	X			SOSPEST	SOS PEST CONTROL	100.00
79601025	12/23/2022	X			SPIRE	SPIRE	947.76
79601026	12/23/2022	X			HIGENES	Hi-Gene's Janitorial Services	24,691.47
79601027	12/23/2022	X			MCCOWNGORD	MCCOWN GORDON CONSTRUCTION LLC	2,818.00
79601028	12/23/2022	X			ATHCOLLC	ATHCO LLC	6,465.00
79601029	12/23/2022	X			ROOFINGSOL	ROOFING SOLUTIONS, INC	1,850.00
79601030	12/23/2022	X			MISSOURID1	MISSOURI DEPARTMENT OF PUBLIC SAFETY DIVISION OF FIRE SAFETY	40.00
79601031	12/23/2022	X			JOHNSONMIL	MILES JOHNSON	1,056.25
79601032	12/23/2022	X			GIBSONJAS	JASMINE GIBSON	2,112.50
79601495	12/23/2022	X			DEFFEN	WASTE MANAGEMENT	1,271.00
79601496	12/23/2022	X			VERIZON	VERIZON WIRELESS	106.00
79601497	12/23/2022	X			UMKC1	University of Missouri Kansas City	660.00
79601498	12/23/2022	X			DEFFEN	WASTE MANAGEMENT	588.04
79601499	12/23/2022	X			DEFFEN	WASTE MANAGEMENT	579.54
79601500	12/23/2022	X			LEXINGTON	LEXINGTON PLUMBING AND HEATING COMPANY	335.00
79601706	12/23/2022	X			LIDDLE	LIDDLES SPORT SHOP	279.60
79601707	12/23/2022	X			SEABART	ARTHUR SEABURY	248.41
79601708	12/23/2022	X			SPIRE	SPIRE	186.57
79601709	12/23/2022	X			ASSUREDPAR	ASSURED PARTNERS CAPITAL, INC	9,123.66
79601710	12/23/2022	X			AMAZON	AMAZON/SYNCHRONY BANK	2,106.34
79602162	12/23/2022	X			PITNEYBOWE	PITNEY BOWES GLOBAL FINANCIAL SERVICES LLC	171.99
79602163	12/23/2022	X			BERRYJAM	JAMIE BERRY	1,000.00
79602164	12/23/2022	X			OMNIEMPLOY	MARCOTT HOLDINGS, LLC DBA OMNI EMPLOYMENT MANAGEMENT SEVICES, LLC	1,275.00
79602165	12/23/2022	X			TIMSTERS	KIM BOYKIN	1,828.50
79602166	12/23/2022	X			SUMNERONE	SUMNERONE, INC.	2,666.84
79602167	12/23/2022	X			FIRSTSTUDE	FIRST STUDENT INC.	4,009.56
79602168	12/23/2022	X			SCHOOLSMAR	SSKC EDUCATIONAL SUPPORT INC	16,666.67
79602169	12/23/2022	X			KCPFSFNS	KANSAS CITY PUBLIC SCHOOL FOOD & NUTRITION SERV	42,085.00
79602170	12/23/2022	X			WINPROSOLU	WIN PRO SOLUTIONS	942.51
79602171	12/23/2022	X			ELITEPROTE	BRANDON FARROW	9,720.00
79602172	12/23/2022	X			INDUSTRYSP	INDUSTRY SPECIFIC SOLUTIONS	16,340.00
79622347	12/30/2022	X			VERIZON	VERIZON WIRELESS	609.13
79622348	12/30/2022	X			GRAING	GRAINGER	72.13
79622459	12/30/2022	X			SPIRE	SPIRE	1,852.84
79622460	12/30/2022	X			SAVANAHHIG	SAVANAH HIGH SCHOOL	100.00
79622461	12/30/2022	X			SUMMITCHRI	SUMMIT CHRISTIAN ACADEMY	100.00
79622462	12/30/2022	X			LAFAYETTEH	LAFAYETTE HIGH SCHOOL	100.00

Hogan Preparatory Academy
01/05/2023 10:45 AM

Check Register by Type

Posted; Journal Code CD; Processing Month 12/2022

Page: 3
User ID: NULLT

<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>
79622463	12/30/2022	X			KCPR	KANSAS CITY MISSOURI PARKS & RECREATION	855.00
79622601	12/30/2022	X			FRANKGLAZI	FRANK GLAZIER FOOTBALL CLINIC	450.00
79622602	12/30/2022	X			NUESYNERGY	NUESYNERGY, INC	125.00
79622603	12/30/2022	X			AMAZON	AMAZON/SYNCHRONY BANK	81.21
79622604	12/30/2022	X			LASCPHI	PHILLIP LASCUOLA	680.38
79622727	12/30/2022	X			KELLYSERV	KELLY SERVICES, INC	171.25
79622728	12/30/2022	X			PURCHASEPO	PURCHASE POWER	446.84
79622729	12/30/2022	X			ELITEPROTE	BRANDON FARROW	9,930.00
79630992	01/05/2023	X			MCREALTY	MC REALTY GROUP, LLC	3,187.08
79630993	01/05/2023	X			MCREALTY	MC REALTY GROUP, LLC	5,271.40
79631188	01/05/2023	X			DELTAVISIO	DELTA VISION	1,383.28
79631189	01/05/2023	X			THERAFITLL	THERA FIT, LLC	861.25
79631355	01/05/2023	X			INDUSTRYSP	INDUSTRY SPECIFIC SOLUTIONS	6,890.00
79631356	01/05/2023	X			FIRSTSTUDE	FIRST STUDENT INC.	139,891.50
Checking Account ID: 1					Void Total:	0.00	Total without Voids: 480,533.23
Check Type Total: Check					Void Total:	0.00	Total without Voids: 480,533.23
Payee Type Total: Vendor					Void Total:	0.00	Total without Voids: 486,527.71
Grand Total:					Void Total:	0.00	Total without Voids: 486,527.71



Accounts Payable

As of 12/31/2022

Hogan Preparatory Academy

PAYEE: ALL		STATUS: -- All --		REPORT DATE: 1/5/2023 11:44:21 AM ET						
GL CODE: ALL										
Invoice #	Incur Date	Invoice Date	Status	Check Date	Check or Trans. #	Payee/Account	GL code	Amount	Memo	Amount
360599	12/1/2022	8/20/2022	Awaiting Approval			PROJECT LEAD THE WAY, INC. HOGAN PREPARATORY ACAD MIDDLE	10 1151 6411 1935 4 40001 000	\$2,400.00		\$2,400.00
22-12464	12/1/2022	10/10/2022	On Hold			Education Technology Partners, Inc. Hogan Prep Academy	10 1111 6412 6910 4 42200 000	\$0.00	Virtual License	\$3,780.00
							10 1131 6412 3945 4 42200 000	\$3,780.00	Virtual License	
Hogan Preparatory Academy 12-1-2022	12/1/2022	12/1/2022	Paid	1/5/2023	7963099 2	MC Realty Group, LLC Hogan Preparatory Academy	10 2542 6319 1935 3 00000 000	\$1,230.00	Facility Management Fees	\$3,187.08
							10 2542 6319 3945 3 00000 000	\$1,137.08	Facility Management Fees	
							10 2542 6319 6910 3 00000 000	\$820.00	Facility Management Fees	
229 0109536	12/9/2022	12/9/2022	Awaiting Approval			UNIFIRST CORPORATION 1379139	10 2542 6331 0100 3 00000 000	\$78.98	Mats - ES	\$78.98
80685525 86	12/10/2022	12/10/2022	On Hold			STAPLES ADVANTAGE DAL 1046355	10 2321 6411 0100 3 00000 000	\$97.80	Supplies	\$97.80
1804	12/11/2022	12/11/2022	On Hold			EDFUEL Hogan Preparatory Academy	10 2329 6411 0100 3 00000 000	\$5,869.50		\$5,869.50
Hogan Preparatory Academy 11-30-2022	12/16/2022	12/16/2022	Paid	1/5/2023	7963099 3	MC Realty Group, LLC Hogan Preparatory Academy	10 2542 6319 1935 3 00000 000	\$0.00	Facility Management Fees	\$5,271.40
							10 2542 6332 3945 3 00000 000	\$5,271.40	Facility Repairs and Maint.	

Invoice #	Incur Date	Invoice Date	Status	Check Date	Check or Trans. #	Payee/Account	GL code	Amount	Memo	Amount
108748	12/21/2022	12/21/2022	Paid	1/5/2023	7963135 5	Industry Specific Solutions Hogan Preparatory Academy	10 1151 6391 1935 4 40001 000	\$3,880.00	Sub Serv 12/18/22	\$3,880.00
108775	12/21/2022	12/21/2022	Paid	1/5/2023	7963135 5	Industry Specific Solutions Hogan Preparatory Academy	10 1111 6391 6910 4 40001 000	\$3,010.00	Sub Serv 12/18/22	\$3,010.00
11852467	12/21/2022	12/21/2022	Paid	1/5/2023	7963135 6	First Student 2053615	10 2551 6341 0100 3 00000 000	\$73,942.65	Transportation - Nov 2022	\$73,942.65
11852490	12/21/2022	12/21/2022	Paid	1/5/2023	7963135 6	First Student 2053615	10 2551 6341 0100 3 00000 000	\$65,948.85	Transportation - Dec 2022	\$65,948.85
4194	12/22/2022	12/22/2022	Paid	1/5/2023	7963118 9	THERA FIT, LLC Hogan Preparatory Academy	10 2162 6319 6910 4 44100 000	\$602.87	occupational therapy	\$861.25
							10 2162 6319 3945 4 44100 000	\$129.19	occupational therapy	
							10 2162 6319 1935 4 44100 000	\$129.19	occupational therapy	
109133	12/23/2022	12/23/2022	Awaiting Approval			SOS Pest Control Hogan Preparatory Academy	10 2542 6339 0100 3 00000 000	\$100.00	Pest Control	\$100.00
109135	12/23/2022	12/23/2022	Awaiting Approval			SOS Pest Control Hogan Preparatory Academy	10 2542 6339 0100 3 00000 000	\$100.00	Pest Control	\$100.00
January 2023	12/23/2022	12/23/2022	Paid	1/5/2023	7963118 8	DELTA VISION 1801-3501	10 2163 0000 0000 0 00000 000	\$1,383.28	Vision - Jan 2023	\$1,383.28
#22159 - Jan 2023	12/27/2022	12/27/2022	Awaiting Approval			ALL BEVERAGE CONTROL, INC. Hogan Preparatory Academy	10 2542 6411 1935 3 00000 000	\$115.00	Ice Machine Rental	\$115.00
229 0106967	12/27/2022	12/27/2022	Awaiting Approval			UNIFIRST CORPORATION 1512134	10 2542 6331 0100 3 00000 000	\$94.10	Mats - HS	\$94.10
January 2023	12/27/2022	12/27/2022	Awaiting Approval			DELTA DENTAL OF MO LOCKBOX Group: 0118-3701	10 2162 0000 0000 0 00000 000	\$2,754.49	Dental - Jan 2023	\$2,754.49

Invoice #	Incur Date	Invoice Date	Status	Check Date	Check or Trans. #	Payee/Account	GL code	Amount	Memo	Amount
									Total:	\$172,874.38

GL Code Summary

							10 1111 6391 6910 4 40001 000			\$3,010.00
							10 1111 6412 6910 4 42200 000			\$0.00
							10 1131 6412 3945 4 42200 000			\$3,780.00
							10 1151 6391 1935 4 40001 000			\$3,880.00
							10 1151 6411 1935 4 40001 000			\$2,400.00
							10 2162 0000 0000 0 00000 000			\$2,754.49
							10 2162 6319 1935 4 44100 000			\$129.19
							10 2162 6319 3945 4 44100 000			\$129.19
							10 2162 6319 6910 4 44100 000			\$602.87
							10 2163 0000 0000 0 00000 000			\$1,383.28
							10 2321 6411 0100 3 00000 000			\$97.80
							10 2329 6411 0100 3 00000 000			\$5,869.50
							10 2542 6319 1935 3 00000 000			\$1,230.00
							10 2542 6319 3945 3 00000 000			\$1,137.08
							10 2542 6319 6910 3 00000 000			\$820.00
							10 2542 6331 0100 3 00000 000			\$173.08
							10 2542 6332 3945 3 00000 000			\$5,271.40
							10 2542 6339 0100 3 00000 000			\$200.00
							10 2542 6411 1935 3 00000 000			\$115.00
							10 2551 6341 0100 3 00000 000			\$139,891.50

\$172,874.38

Coversheet

Academic Committee Report

Section: IV. Academic Committee
Item: A. Academic Committee Report
Purpose: Vote
Submitted by:
Related Material: 31. Academic Committee Report_ January 2023.pdf



Academic Committee Report: January

The HPA Academic Committee will track the progress of the monthly Evaluate interim assessment data tied to HPA’s academic goals. These metrics will be tracked and reported at each monthly Board meeting. These metrics will track students at each grade level as well as sub-groups of students in SPED and ELL. Outcomes from other schools in the HPA area will be included on an annual basis.

Academic Excellence

- Summary of Aug - Dec Evaluate

Key Growth Points

- All Below Basic Percentages went down
- All MPI Scores grew
- Key Monthly Benchmarks are documented

Goals: 2022-2023 SY		August	October	December	September	November	January
Below Basic %		Cycle A			Cycle B		
ELA 10 Below Basic %	9.9% (Less than 10 Students)	64% (64 students)	60% (60 students)	52.5% (21 students)	80.41% (78 Students)	--	
ELA 7-8 Below Basic %	29.3% (Less than 45 Students)	80% (114 students)	72.90% (113 students)	72.22% (52 students)	74.05% (97 Students)	77.48% (86 students)	
ELA 3-6 Below Basic %	25.8% (Less than 55 Students)	60% (101 students)	63.35% (102 students)	46.82% (81 students)	66.4% (83 Students)	51.38% (93 students)	
ALG 1 Below Basic %	30% (Less than 30 Students)	97% (97 students)	88.24% (75 students)	94.74% (54 students)	81.25% (52 Students)	--	
MATH 7-8 Below Basic %	60% (Less than 90 Students)	76% (117 students)	66.42% (89 students)	66.67% (78 students)	88.43% (107 Students)	83.50% (86 students)	
MATH 3-6 Below Basic %	36.3% (Less than 80 Students)	95% (126 students)	93.13% (149 students)	90.42% (151 students)	87.22% (116 Students)	58.33% (133 students)	
Goals: 2022-2023 SY		August	October	December	September	November	January
MPI Score		Cycle A			Cycle B		
ELA 10 MPI	310.0	173-225	181-246.5	202.5-261.3	141.2-221.6	--	
ELA 7-8 MPI	264.3	141.95-194.76	158.06-235.48	158.3-236.1	152.7-229	145.05-226.6	
ELA 3-6 MP	283.1	183.93-229.76	179.5-248.4	217.3-272	168-237.2	203.3-259.67	
ALG 1 MPI	281.9	106-147	124.71-213.53	110.5-205.3	137.5-220.3	--	
MATH 6-8 MPI	193.5	148.70-184.09	167.16-234.70	167.5-237.6	123.1-212	133.01-217.5	
MATH 3-6 MPI	259.0	109.09-139.39	113.75-207.5	140.6-210.2	125.6-213.5	140.61-223.64	



○ **Benchmarked Goals for Second Semester**

	Current	January	February	March	April	May
ELA 10 Below Basic Goal	52.5%	47%	31%	15%	9.9%	
ELA 10 BB Student Count Goal	65	55	35	15	5	
ELA 10 BB Actual Progress	Baseline					
ELA 7-8 Below Basic Goal	72.22%	65%	44%	32%	29.3%	
ELA 7-8 BB Student Count Goal	127	110	70	50	40	
ELA 7-8 BB Actual Progress	Baseline					
ELA 3-6 Below Basic Goal	46.8%	41%	36%	30%	25.8%	
ELA 3-6 BB Student Count Goal	101	80	70	55	45	
ELA 3-6 BB Actual Progress	Baseline					
	Current	January	February	March	April	May
Algebra 1 Below Basic Goal	94.7%	87%	62%	37%	30.0%	
Algebra 1 BB Student Count						
Algebra 1 BB Actual Progress	Baseline					
Math 7-8 Below Basic Goal	66.67%	65%	63%	62%	60.0%	
Math 7-8 BB Student Count	117	105	95	85	75	
Math 7-8 BB Actual Progress	Baseline					
Math 3-6 Below Basic Goal	90.42%	80%	60%	47%	36.3%	
Math 3-6 BB Student Count	194	160	120	90	70	
Math 3-6 BB Actual Progress	Baseline					



	Current	January	February	March	April	May
ELA 10 MPI Goal	261	269	287	303	310.0	
ELA 10 MPI Actual Progress	Baseline					
ELA 7-8 MPI Goal	236	241	250	260	264.3	
ELA 7-8 MPI Actual Progress	Baseline					
ELA 3-6 MPI Goal	272	277	280	282	283.1	
ELA 3-6 MPI Actual Progress	Baseline					
	Current	January	February	March	April	May
Algebra MPI Goal	205	215	247	272	281.9	
Algebra MPI Actual Progress	Baseline					
Math 7-8 MPI Goal	237	242	247	252	257 (193.5)	
Math 7-8 MPI Actual Progress	Baseline					
Math 3-6 MPI Goal	210	215	235	253	259.0	
Math 3-6 MPI Actual Progress	Baseline					

Principal’s Meeting and Dashboard

- [Dashboard](#)

Areas for Growth

- **Increasing Participation Rates with testing protocol**
- **Goal Setting for all students in Advocacy**

Key Growth Points

- **All Below Basic Percentages went down**
- **All MPI Scores grew**
- **Key Monthly Benchmarks are documented**

Coversheet

Governance Committee Report

Section: V. Governance and Board Development Committee
Item: A. Governance Committee Report
Purpose: Vote
Submitted by:
Related Material: January 20th Governance Committee Meeting Agenda.pdf



Hogan Preparatory Academy Governance Committee Meeting

Date and Time

Friday, January 20, 2023 at 2:00 PM

Location

1331 E. Meyer Blvd.
Kansas City, MO 64131

Virtual Information: Please use Google Meet

Board Governance and Development Committee Meeting

Board Governance and Development Committee Meeting

Friday, January 20, 2023 · 2:00 – 2:45pm

Google Meet joining info

Video call link: <https://meet.google.com/sny-ogjv-sys>

Or dial: (US) +1 567-331-1190 PIN: 875 745 655#

I. Opening Items

- | | |
|---|--------------|
| A. Record Attendance | Tamara Burns |
| B. Call the Meeting to Order | Matt Sampson |
| C. Approve minutes | Matt Sampson |
| ○ No December meeting due to early board meeting for winter break | |

II. Focus of the Governance Committee

- A. [Board Data Dashboard](#)- January
- Dr. Viveros is going to chronicle the training and meetings board members completed with Kent Petersen related to improvement planning and superintendent evaluation.

Coversheet

Owner Rep Contract Update

Section: VII. Old Business
Item: A. Owner Rep Contract Update
Purpose: Vote
Submitted by:
Related Material: Owner Rep Contract Appendix A_ Work Order #3.pdf

APPENDIX “A”

WORK ORDER TEMPLATE

**Work Order #3
To
Owner’s Representative Consulting Services Agreement
Dated January 10, 2023**

This Work Order is attached to and forms part of the Owner’s Representative Consulting Services Agreement, dated as of January 10, 2023, by and between Hogan Preparatory Acedemy (“Client”) and Eskie and Associates, LLC (EAA) (as it may be amended, the “Agreement”). Capitalized terms used in this Work Order without definition that are defined in the Agreement shall have the meanings set forth therein.

This Work Order shall be governed by and construed in accordance with the laws described in the Agreement unless amended for this Work Order.

This Work Order shall be governed by and construed in accordance with the laws of the State of Missouri without regard to conflicts of laws principles.

1. **Project Description.** For purposes of this Work Order, the Project shall be as described below, which shall be the Project for purposes of this Work Order:

Hogan Preparatory Academy PIAC Project– Original budget was \$332K. The original schedule goal was to complete by start of school 2023. GW& is design team, construction to be bid out separately. The project will require resubmittal to PIAC for final approval of any reviewed funding request and may require special use permit (SUP). If construction value is over \$300k it must have labor goals. Until PIAC reapproves and a determination on whether SUP is required this cannot be confirmed.

2. **Term and Schedule.** The term of this Work Order #1 shall commence on the date set forth above and shall expire December 31, 2023. The target completion date for the Project is November 2023, and the Schedule is as described below:

Re-design and bidding	January – March 2023
PIAC Resubmittal and Permitting	April - July 2023
Construction	August – November 2023
Closeout	December 2023

3. **Specific Duties.** In providing the Services, EAA shall have the duties as defined in Exhibit 1 – Scope of Services attached hereto with respect to the Project.

4. **Owner’s Representative Services Fees.** As compensation for the performance of the Services in connection with the Project, Client shall make the reimbursements provided for in Section 7 below and shall pay to EAA a fee as set forth in Exhibit 2 – Compensation for Services attached hereto. The owner’s representative fee shall be equitably adjusted if the Services extend beyond the scheduled completion date of each phase of the Project, or if the originally contemplated scope of Services is increased.

5. **Variable Services and Fees.** Client and EAA may agree that EAA will provide additional variable services and resources and will compensate EAA based on actual hours spent by EAA personnel on such services utilizing the hourly rate schedule below:

Title	Rate per Hour
Managing Director	\$ 165
Senior Project Manager	\$ 110
Project Manager	\$ 100
Project Coordinator	\$ 45

6. **Reimbursable Items.** Client shall reimburse EAA for all costs, expenses and charges of EAA in connection with the Services, as approved by Client individually or as included in an approved reimbursable budget, and will include the following expenses: reproduction of drawings; messenger service; overnight delivery, long distance travel, lodging and meals when pre-approved by Client; subcontractor fees and expenses with 5% mark-up; parking; sales and use taxes and, if applicable, value added taxes paid on behalf of Client; freight and shipping costs paid on behalf of Client; and any specific non-recurring charges directly attributable to the Project and approved by Client.

7. **Third Party Payments.** If the parties agree EAA will act as payment agent to Client for any third party payables, EAA shall not be liable for making payments late or failing to make payments (i) if so directed by Client, (ii) if Client fails to provide sufficient funds and in a timely manner, or (iii) if Client is in default of its payment obligations under this Agreement, and Client shall indemnify, defend and hold harmless EAA against any and all claims that EAA may incur as a result thereof.

IN WITNESS WHEREOF, the Parties have executed this Work Order effective as of the date first above written.

Hogan Preparatory Academy

By: _____
Name:
Title:

Eskie and Associates, LLC

By: _____
Name:
Title:

EXHIBIT 1

SCOPE OF SERVICES

- Review past PIAC design and submittal and become familiar with project history
- Assemble and direct design team to revise design
- Coordinate with PIAC and City on submittal and permitting requirements
- Create and Issue RFP for contractor to perform the work
- Review, interview, and award contractor
- Negotiate contractor contract
- Lead communication to coordinate questions and comments from PIAC and City on design and submittal requirements.
- Provide construction oversight and owner communication throughout the construction phase of the project
- Update and manage a separate funding budget for PIAC
- Financial and document closeout at project completion

Scopes excluded to be added when identified

- SUP coordination
- Project labor documentation if required by PIAC funding

EXHIBIT 2

COMPENSATION FOR SERVICES

1. Owner’s Representative Services Fees: As compensation for the performance of Services as defined in this Work Order and Appendix “A-1”. Client shall make the reimbursements provided for below and shall pay to EAA a fee equal to an amount of Twelve Thousand Dollars (\$12,000).
 - a. This initial base fee is based on an approximate total project cost of not to exceed \$400,000 and a duration not to exceed that described above. Fees may be adjusted, as mutually agreed upon with Client, if the project cost increases significantly or if PIAC or City permitting requirements require additional scope or duration of services.

2. Progress Payments: EAA will invoice Client monthly, in a format that is agreeable to Client, based on progress of the Services towards the Target Completion Date and Schedule defined in this Work Order. The EAA Owner’s Representative Compensation Schedule sets forth the distribution of the Fees.

3.

EAA Owner’s Representative Compensation Schedule

Month #	Month/Year	Monthly Fee	Cumulative Totals	% of Total
1	Jan-23	\$1,000.00	\$1,000	8%
2	Feb-23	\$1,000.00	\$2,000	17%
3	Mar-23	\$1,000.00	\$3,000	25%
4	Apr-23	\$1,000.00	\$4,000	33%
5	May-23	\$1,000.00	\$5,000	42%
6	Jun-23	\$1,000.00	\$6,000	50%
7	Jul-23	\$1,000.00	\$7,000	58%
8	Aug-23	\$1,000.00	\$8,000	67%
9	Sep-23	\$1,000.00	\$9,000	75%
10	Oct-23	\$1,000.00	\$10,000	83%
11	Nov-23	\$1,000.00	\$11,000	92%
12	Dec-23	\$1,000.00	\$12,000	100%
		Total Fee	\$ 12,000	

Coversheet

Approve Brandon Sorlie Contract

Section: VIII. New Business
Item: A. Approve Brandon Sorlie Contract
Purpose: Vote
Submitted by:
Related Material: HOGAN Services Agreement with Brandon Sorlie.pdf

Customer:

Hogan Preparatory Academy
1331 E. Meyer Blvd
Kansas City, MO 64131

Provider:

Brandon Sorlie
333 Schermerhorn St., Apt 36Q
Brooklyn, NY 11217

AGREEMENT TO PROVIDE CONSULTING SERVICES TO THE LEADERSHIP SCHOOL

THIS AGREEMENT made on this **19TH** day of **January 2023**, between **BRANDON SORLIE** (hereinafter called "Provider") and **HOGAN PREPARATORY ACADEMY** (hereinafter called "Customer").

Services: Provider agrees to provide the following services and deliverables outlined in the schedule of milestones and activities on the subsequent pages.

Confidentiality: The parties acknowledge that under this Agreement each party will likely receive or be shown "Confidential Information" of the other party. The parties agree that they will not disclose any "Confidential Information" of the other party without prior written consent. "Confidential Information" includes, but is not limited to, all information marked confidential by either party as well as all intellectual property and proprietary information of the Customer; all data, research and other information obtained from the client organization; and all data, assessments, and evaluations specific to any individual, student, school, school district, or other entity. The provisions of this Paragraph shall survive the termination of this Agreement.

Relationship Between Parties: Provider shall be an independent agent and not an employee, partner, agent of, or joint venturer with the Customer and shall have no authority to bind the Customer. The Customer shall not be responsible for withholding taxes with respect to Provider's compensation hereunder. Provider shall have no claim against the Customer for vacation pay, sick leave, retirement benefits, social security, worker's compensation, health or disability benefits, unemployment insurance benefits or employee benefits of any kind. Provider will submit an Internal Revenue Service Form W-9 showing company/ individual name, address, and EIN or social security number prior to any payments being processed.

Price: Customer agrees to a **flat fee of \$15,400, plus any reimbursements** to Provider for specified services as outlined in the invoice schedule on the following pages.

Term: The term of this agreement shall be for the following dates: January 19, 2023-June 15, 2023.

Payment Terms: All charges are due and payable upon receipt of invoices as per the schedule on the subsequent pages. Payment will be made by business check or direct deposit if possible. If by check, it will be mailed to **Brandon Sorlie, 333 Schermerhorn St. Apt. 36Q, Brooklyn, NY 11217**.

Termination:

a. Termination Without Cause. Either party may terminate this Agreement without cause prior to its scheduled termination date upon providing fourteen (14) days' prior written notice to the other party.

b. Termination With Cause. Either party may terminate this Agreement if the other party is in breach of any material provision, term, representation, or warranty under this Agreement.

Obligations in the Event of Termination: Upon termination for any reason, all documents, whether finished or unfinished, and all data, intermediate products, studies, and reports assembled or prepared by Provider under this Agreement shall become the property of the Customer, and Provider shall deliver all such materials to the Customer immediately. The Customer shall compensate Provider for the value of all unpaid services that have been satisfactorily

performed and any reimbursable expenses properly incurred and documented by Provider prior to the effective date of termination. Provider shall submit a final invoice to the Customer within sixty (60) days after the termination date.

SUMMARY OF PARTNERSHIP

Eddie Wright, Chief of Leadership Development and Academic Program Officer at [Hogan Prep Academy](#), is interested in pursuing a coaching relationship with me, Brandon Sorlie, for the remainder of the 2022-2023 academic year. It is Eddie's first full academic year managing principals amidst multiple challenges his schools are facing.

In December of 2022, I conducted a diagnostic visit at the high school campus. Walking alongside Eddie in classrooms and speaking in greater depth with him and several members of his team, two clear opportunities for improvement in transferable instructional leadership skills within the current school year emerged:

- Defining a vision of excellent instruction expectations in concrete observable terms
- Observation and feedback practices for principals, instructional coaches and district leaders

In addition to skill building in these areas, Eddie is craving a regular problem solving partner who has sat in "his seat" before and driven results for kids.

To meet these needs, I outline a scope of work below that combines a mix of side-by-side in-person visits and regular virtual executive coaching sessions.

SCOPE OF WORK

My work with Eddie during this period will focus on three priorities.

1. The clarity and precision of the vision of excellent instruction at Hogan Prep.
2. The quality and impact of the Observation and Feedback practices of the instructional leadership of Hogan Prep.
3. Mentorship of Eddie Wright.

Goals:

Each prioritized area of support has the following top-level goals.

1. The clarity and precision of the vision of excellent instruction at Hogan Prep.
 1. In 1-2 focus subject areas chosen by Eddie, with Brandon's guidance, Eddie (and his team) will develop a concrete and specific vision of excellent instruction that is aligned to Hogan Prep's graduate aims, their chosen curricula, and College and Career Ready Standards.
2. The quality and impact of the Observation and Feedback practices of the instructional leadership of Hogan Prep.
 1. Align the observation and feedback practices of leaders across Hogan Prep with common practices, tracking tools and criteria for success, modeled on key elements of "Leverage Leadership" by Paul Bambrick-Santoyo.
 2. Develop proficiency in Eddie and his selected leaders in their planning and execution of *observation and feedback meetings* and *real-time feedback* that improve teacher practice weekly and drive improvements in student performance.
3. Mentorship of Eddie Wright.
 1. Develop Eddie's ability to:
 1. Plan and facilitate school leader coaching meetings that are data-driven and adhere to the See It/Name It/Do It coaching cycle with a high level of proficiency.
 2. Utilize his time to effectively develop principals to lead academic, culture and operational priorities and develop their leadership team using the See It/Name It/Do It coaching cycle with a high level of proficiency.
 2. Support Eddie through problem-solving conversations on topics of his choosing weekly.

SCHEDULE OF MILESTONES AND ACTIVITIES

Outlined below are key milestones/deliverables and activities which constitute the scope of work in concrete terms. This outline will serve as a guide for holding us mutually accountable for our work together and also serves as the grounding for the financial cost of the partnership.

Key Milestones and Deliverables	Key Activities
<ul style="list-style-type: none"> Summary coaching notes in running agenda for 1:1s with Eddie Up to two professional development sessions for Eddie's leadership team, aligned to goals above 	Approximately 7 working days of time in total <ul style="list-style-type: none"> Five ½ day side-by-side visits between January and June Weekly coaching meetings with Eddie during non visit weeks (~1.5 hours each, 10 meetings total, beginning February to end of June)

SCHEDULE OF PAYMENT FOR SERVICES

Professional Services: The scope of work anticipates approximately 7 days of services in total from February 2023 to the end of June 2023. **At my daily rate of \$2,200, this is a fixed fee contract of \$15,400** to perform the services identified in the schedule above. This amount includes all professional fees. Hogan Prep will submit all payments to Brandon. Payments shall be made according to the following invoice schedule:

Invoice	Amount	Timing
1	\$5,000	Upon mutual agreement and contract signing, expected late January 2023
2	\$5,000	At project mid-point, end of March 2023
3	\$5,400	Upon completion, mid/end of June 2023

Travel expenses: To execute the scope of work, 5 trips to Kansas City would be made. Working to batch my trips to Kansas City alongside my trips to other clients in St. Louis will help keep travel expenses lower than typical. Additionally, in some instances, I will be able to stay with a friend in the area to help reduce hotel expenses from what is estimated below. **Total costs to Hogan Prep are estimated at \$2,112.98 dollars** for this scope of work and are outlined below. Expenses will be added to the invoice schedule above.

Item	Description	Estimated cost
Airfare	One 1-way ticket to Kansas City from St. Louis from the December site visit (\$162.98) Five 1-way tickets to Kansas City from St. Louis, estimated at \$200 each	\$1,062.98
Ubers	Three Uber trips (20 dollars each) per each of the five visits are anticipated	\$300
Lodging	Estimated to be \$150 per night	\$750

"Customer", Hogan Preparatory Academy, Edwin Wright

Date



"Provider", Brandon Sorlie

Jan 19, 2023

Date