



# Hogan Preparatory Academy

## Hogan Preparatory Academy

### **Date and Time**

Monday August 22, 2022 at 5:30 PM CDT

### **Location**

Notice is hereby given that the Hogan Preparatory Academy Board will conduct a Board Meeting at 5:30 PM on Monday, August 22, 2022 at Hogan Preparatory Academy Main Office, at 1331 E Meyer Boulevard, Kansas City, MO.

### **Agenda**

	<b>Purpose</b>	<b>Presenter</b>	<b>Time</b>
<b>I. Opening Items</b>			<b>5:30 PM</b>
Opening Items			
<b>A. Call the Meeting to Order</b>		Dr. Mary Viveros	1 m
<b>B. Record Attendance and Guests</b>		Dr. Mary Viveros	1 m
Quorum Established			
<b>C. Adoption of Agenda</b>	Vote	Dr. Mary Viveros	1 m
<b>D. Comments from Public</b>		Dr. Mary Viveros	2 m
<b>E. Comments from the Board President</b>		Dr. Mary Viveros	5 m
<b>F. Comments from the Superintendent</b>		Dr. Jayson Strickland	30 m
<ul style="list-style-type: none"> <li>Enrollment Update</li> <li>Principal's First Day highlights</li> <li>Building Tour</li> </ul>			
 <b>II. Consent Agenda</b>			 <b>6:10 PM</b>

	<b>Purpose</b>	<b>Presenter</b>	<b>Time</b>
<b>A. Approval of July 25, 2022 Minutes</b>	Approve Minutes	Dr. Mary Viveros	1 m
<b>B. HPA August HR Report</b>	Vote	Dr. Tamara Burns	1 m
<b>C. HPA Board Policies</b>	Vote	Dr. Tamara Burns	1 m
<b>III. Finance Committee</b>			<b>6:13 PM</b>
<b>A. Finance Committee Report</b>	Vote	David Collier & Dr. Tamara Burns	10 m
<b>B. Approve July Expenses</b>	Vote	David Collier & Dr. Tamara Burns	1 m
<b>IV. Academic Committee</b>			<b>6:24 PM</b>
<b>A. Academic Committee Report</b>	Vote	Dr. Mary Viveros & Edwin Wright	20 m
<b>B. Individual Learning Plan</b>	Discuss	Edwin Wright	5 m
<b>V. Governance and Board Development Committee</b>			<b>6:49 PM</b>
<b>A. Governance Committee Report</b>	Vote	Dr. Tamara Burns & Matt Samson	10 m
<b>B. 22-23 Board Assessment</b>	Discuss	Dr. Tamara Burns & Matt Samson	10 m
<b>VI. Old Business</b>			<b>7:09 PM</b>
<b>A. Election of HPA Board Member</b>	Vote	Dr. Mary Viveros	5 m
<b>B. Monitoring Plan</b>	Vote	Dr. Jayson Strickland	5 m
<b>C. HPA Dashboard</b>	Vote	Dr. Jayson Strickland	5 m

	Purpose	Presenter	Time
<b>VII. New Business</b>			<b>7:24 PM</b>
A. HPA Staff Incentive	Vote	Dr. Tamara Burns	5 m
B. Stepping Stones Contract	Vote	Jazmine Salach	5 m
<b>VIII. Calendar</b>			<b>7:34 PM</b>
A. Upcoming Dates	Discuss	Dr. Jayson Strickland	1 m
<ul style="list-style-type: none"> <li>• August 22nd First Day of School</li> <li>• September 5 Labor Day</li> <li>• September 26 Board Meeting</li> <li>• September 30 Professional Development for staff--No school for students</li> </ul>			
<b>IX. Closing Items</b>			<b>7:35 PM</b>
A. Motion to Go into Closed Session	Discuss	Dr. Mary Viveros	19 m
<p>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...</p>			
B. HPA BOD Meeting Evaluation/Reflection	Discuss	Dr. Tamara Burns	5 m
C. Adjourn Meeting	Vote	Dr. Mary Viveros	1 m

# Coversheet

## Approval of July 25, 2022 Minutes

<b>Section:</b>	II. Consent Agenda
<b>Item:</b>	A. Approval of July 25, 2022 Minutes
<b>Purpose:</b>	Approve Minutes
<b>Submitted by:</b>	
<b>Related Material:</b>	Minutes for Hogan Preparatory Academy on July 25, 2022

DRAFT



# Hogan Preparatory Academy

## Minutes

### Hogan Preparatory Academy

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#### **Date and Time**

Monday July 25, 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, July 25, 2022 at Hogan Preparatory Academy District Office, at 6409 Agnes Avenue. Join Zoom Meeting: Join Zoom Meeting

[https://us02web.zoom.us/j/85910397401?](https://us02web.zoom.us/j/85910397401?pwd=RFFpV1crK0FDQTc2TTdmMWZSV05rZz09)

[pwd=RFFpV1crK0FDQTc2TTdmMWZSV05rZz09](https://us02web.zoom.us/j/85910397401?pwd=RFFpV1crK0FDQTc2TTdmMWZSV05rZz09)

Meeting ID: 859 1039 7401

Passcode: s21RHq

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#### **Directors Present**

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

#### **Directors Absent**

*None*

#### **Guests Present**

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

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### **I. Opening Items**

#### **A. Call the Meeting to Order**

Mary Viveros called a meeting of the board of directors of Hogan Preparatory Academy to order on Monday Jul 25, 2022 at 5:30 PM.

#### **B. Record Attendance and Guests**

#### **C.**

### **Adoption of Agenda**

Matt Samson made a motion to Adopt the Agenda.  
Robin Carlson seconded the motion.  
The board **VOTED** to approve the motion.

#### **Roll Call**

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

### **D. Comments from Public**

### **E. Comments from the Board President**

- New board member at Blaque draft
- Welcome and thank you to staff!

### **F. Comments from the Superintendent**

- BLAQUE draft
  - Board will have to approve
  - Top pick selected
  - Governance Committee for onboarding of new member
- Enrollment
  - Discuss in Finance Committee meeting
- Next meeting at new high school

## **II. Consent Agenda**

### **A. Approval of June 27, 2022 Minutes**

Albert Ray made a motion to approve the minutes from Hogan Preparatory Academy on 06-27-22.  
David Collier seconded the motion.  
The board **VOTED** to approve the motion.

#### **Roll Call**

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

### **B. HPA July HR Report**

Albert Ray made a motion to Approve HPA July HR report.  
David Collier seconded the motion.  
The board **VOTED** to approve the motion.

#### **Roll Call**

David Collier Aye

**Roll Call**

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

**C. HPA 2022-23 Employee Handbook**

Albert Ray made a motion to Approve the HPA 2022-23 Employee Handbook.  
David Collier seconded the motion.  
The board **VOTED** to approve the motion.

**Roll Call**

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

**D. Approval of EdOps Contract**

Albert Ray made a motion to Approve the EdOps Contract.  
David Collier seconded the motion.  
The board **VOTED** to approve the motion.

**Roll Call**

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

**E. Approval of TICO contract**

Albert Ray made a motion to Approve the TICO contract.  
David Collier seconded the motion.  
The board **VOTED** to approve the motion.

**Roll Call**

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

**III. Finance Committee**

**A. Finance Committee Report**

Albert Ray made a motion to Approve the Finance Committee report.  
Robin Carlson seconded the motion.  
The board **VOTED** to approve the motion.

**Roll Call**

Danielle Binion Aye

**Roll Call**

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

**B. Approve June Expenses**

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

**Roll Call**

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

**C. Enrollment Contingency Plan**

Albert Ray made a motion to Approve the Enrollment Contingency Plan.  
Danielle Binion seconded the motion.  
The board **VOTED** to approve the motion.

**Roll Call**

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

**IV. Old Business**

**A. Facilities Update**

- KLS wants Hogan to contribute money for Phase III

**V. Academic Committee**

**A. Academic Committee Report**

Robin Carlson made a motion to Approve Academic Committee Report.  
Albert Ray seconded the motion.  
The board **VOTED** to approve the motion.

**Roll Call**

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

**B.**



### **2022-23 Priorities**

David Collier made a motion to Approve the 2022-23 Priorities.  
Robin Carlson seconded the motion.  
The board **VOTED** to approve the motion.

#### **Roll Call**

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

## **VI. Governance and Board Development Committee**

### **A. Governance Committee Report**

Danielle Binion made a motion to Approve the Governance Report.  
Albert Ray seconded the motion.  
The board **VOTED** to approve the motion.

#### **Roll Call**

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

### **B. Monitoring Plan**

## **VII. Closing Items**

### **A. Motion to Go into Closed Session**

### **B. HPA BOD Meeting Evaluation/Reflection**

### **C. Adjourn Meeting**

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

#### **Roll Call**

Mary Viveros Aye  
Albert Ray Aye  
Danielle Binion Aye  
David Collier Aye  
Matt Samson 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 7:15 PM.

Respectfully Submitted,

**Mary Viveros**

# Coversheet

## HPA August HR Report

**Section:** II. Consent Agenda  
**Item:** B. HPA August HR Report  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** August 2022 Board - HR Report.pdf

First Name	Last Name	Position	Effective Date	Location
Rebecca	Simpson	Teacher, 1st grade	8/5/2022	ES
James	Patterson	Lab Proctor	8/5/2022	HS
Rickina	Rand	Counselor	8/5/2022	HS
Brooklyn	Wise	Foreign Language & Cultures Elective Teacher	8/5/2022	ES
Erica	Burton	Lab Proctor	8/5/2022	HS
Michaela	Ebert	Teacher, Chemistry	8/10/2022	HS
Dimonic	McKinzy	Assistant Football Coach	8/15/2022	MS
Christian	Stewart	Building Substitute	8/16/2022	ES
Kimmie	Stallings	SpED Paraprofessional	8/29/2022	ES

# Coversheet

## HPA Board Policies

<b>Section:</b>	II. Consent Agenda
<b>Item:</b>	C. HPA Board Policies
<b>Purpose:</b>	Vote
<b>Submitted by:</b>	
<b>Related Material:</b>	Attendance.pdf HPA_Board_Policy_Updates_-_7.25.2022.pdf

## **COMPULSORY ATTENDANCE REQUIREMENTS**

In accordance with Missouri law and Hogan policy, regular and punctual patterns of attendance are expected of each student enrolled. Hogan's goal is for all students to graduate from high school with a distinct competitive advantage. By law, students may not drop out of school until they are 17 years of age or they have successfully completed 16 hours of high school credit.

## **ATTENDANCE POLICY**

1. Daily Absence Reporting:
  - a. Home advocates should notify the school by telephone each day a student is absent by 8:30 AM for grades 7-12 and 10:30 AM for grades K-6. If the home advocate fails to notify the school, contact will be attempted.
  - b. Students absent without a home advocate's excuse may be considered truant.
  - c. All absences, including those approved in advance by home advocates or school officials, except school-sponsored activities, may count against a student's attendance.
  - d. Hogan encourages home advocates to schedule appointments after school hours.
  - e. Excessive absences may affect a student's academic achievement.
  - f. Home advocates may be required to submit supporting documentation in order to excuse the absence of their student if absenteeism is excessive.
2. A student arriving late to school must report to the Front Office for a pass to their first class. Students must remain on school grounds and in the building until dismissal.
3. Home advocates must notify the Front Office if their child needs to leave. Home advocates must check out through the Front Office for their absence to be considered excused. Students who leave school without prior consent and without checking through the office will be considered truant.
4. Students represent Hogan in a variety of athletic and academic activities. When a student serves as a representative of their school, the student is not considered absent. Students who choose to participate in extracurricular activities are to make-up all assignments missed when classes are missed. Students must attend school for at least 50% of the school day for an activity in order to be eligible for participation.
5. A student is late if they are not present at the start of class. A student arriving to class after ten minutes without proper authorization is considered truant. Students who are frequently late, either at the beginning of the day or to classes, may be subject to interventions.
6. School administration will determine whether the student's absence is excused or unexcused. Truancy is a violation of state statutes as well as school regulations and may result in interventions, home visits, or a referral to truancy court.

7. Multiple strategies will be implemented before a student may be withdrawn for non-attendance. No student will be withdrawn from Hogan until there is documentation of the attempted calls, home visits, copies of letters and documentation of other interventions, when applicable, in the student's file. Additionally, Hogan employees will report incidences of abuse/neglect to the Division of Youth Services as required by law.

## CONSEQUENCES

Students who have an excessive number of unexcused absences as defined in the attendance policy will not earn credit for courses and may be retained in the same grade unless absences are waived in accordance with this policy. Students and home advocates will have an opportunity to appeal any loss of credits and/or retainment recommended by administration.

In addition to the policies and procedures set forth herein, Hogan will report suspected incidents of educational neglect to the Children's Division Department of Youth Services and will report truancy in accordance with the local truancy ordinance. Once a citation is issued by a Hogan representative, the home advocate and student are mandated to appear in truancy court. Truancy court is held every Tuesday at 10:00 AM. The warning or citation will be mailed or delivered.

Policies and procedures governing English Language Learners and students with disabilities within the Individuals with Disabilities Education Act (IDEA) and/or Section 504 of the Rehabilitation Act of 1973 shall take precedence over this attendance policy where an application of this policy conflicts with the legal rights provided to such students.

**Any student, both in-person and online, will be removed from Hogan's roster after 10 consecutive days of absences and/or inactivity. Multiple attempts will be made prior to this step to ensure due process for students and families.**

## CONDITIONS FOR WITHDRAWAL

Home advocates of children who are leaving Hogan or are moving to another school attendance area within the Hogan boundaries should notify the school a few days prior to the last day of attendance. Materials, technology, and other school property must be returned before the transfer is complete. Failure to follow these procedures may make it difficult for a student to be enrolled and classified properly in another school. Payment for books or other equipment that is lost or damaged will be required.

Should all of the above efforts not result in a student returning and attending school, a student may be withdrawn under the following conditions:

- *Age 17 and under:* Only home advocates on record may withdraw children aged 17 or under unless the student and home advocate do not respond to the efforts made and documented above. In this case, the principal may withdraw the student.
- *Ages 18 and over:* Adults (age 18 and over) or legally emancipated students may transact their own withdrawals with the local school.



## **HPA Board Policy Updates - July 25, 2022**

Each year the Missouri Public Charter School Commission requires HPA to review and submit the most current version of our board approved policies. As a part of this process, we review our policies against those recommended and/or required by State law. The Missouri Public Charter School Association (MPCSA) annually provides sample policies which meet State law recommendations and requirements.

During the 2022 summer review, the following required policies were identified. They are not currently included in the HPA board policies. We are requesting that the Board review, discuss, and approve the following policies. The full policy language is included.

1. #2210 - Age Criteria for Kindergarten Admission Policy
2. #2800 - Parents and Student Complaints and Grievances Policy
3. #2930 - Student Fees Policy





## HPA Board Policy Updates - July 25, 2022

### **POLICY 2210 - ADMISSION AND WITHDRAWAL: AGE CRITERIA FOR KINDERGARTEN ADMISSION POLICY**

*(Last approved: 07/25/22)*

#### **Section 1. Kindergarten Eligibility Criteria**

To be eligible to receive state funds for kindergarteners, a child is eligible for admission to kindergarten and to a summer school session immediately preceding kindergarten, if offered, if the child reaches the age of five before the first day of August of the school year beginning in that calendar year.

Accordingly, no state funds will be received for a child admitted to kindergarten who reaches the age of five on or after August 1 of the school year beginning in that calendar year, unless one of the following exceptions applies:

- (1) The child is a military dependent who has successfully completed an accredited prekindergarten program or has attended a kindergarten program in another state.
- (2) If a charter school is located within a metropolitan school district (St. Louis Public Schools district), and the school district has elected, under section 160.054, RSMo, to admit kindergarten students who reach the age of five on or before any date between August first and October first of that year, then the charter school may apply the same policy.
- (3) If a charter school is located within an urban school district (Kansas City Public Schools district), and the school district has elected, under section 160.055, RSMo, to admit to kindergarten children who reach the age of five on or before any date between August first and October first of that year, then the charter school may adopt the same policy.

#### **Section 2. Kindergarten Admittance Policy**

Based on the foregoing, the Governing Board of Hogan Preparatory Academy adopts the following policy effective on the date that the policy is adopted by the Board.

No child shall be admitted to kindergarten or to the summer school session immediately preceding kindergarten, if offered, unless the child reaches the age of five:

Between August 1st and October 1st of that year.



## HPA Board Policy Updates - July 25, 2022

### **POLICY 2800 - STUDENT WELFARE: PARENTS & STUDENT COMPLAINTS & GRIEVANCES POLICY**

*(Last approved: 07/25/22)*

The Governing Board of Hogan Preparatory Academy adopts the following policy effective on the date that the policy is adopted by the Board.

#### **Section 1. Purpose and General Policy Provisions Related to Resolution of Concerns**

1.1 Students and parents have the right and responsibility to express school related concerns and grievances to the faculty and administration. Students and parents shall be assured the opportunity for an orderly presentation and timely review of concerns.

**Section 2. Process.** The faculty and administration shall make an honest and forthright effort to resolve grievances and quickly as possible at the most immediate level of authority.

2.1 The levels of authority shall be as follows:

1. Classroom related concerns - teachers
2. School related concerns (including policies, procedures, administration, unresolved classroom related concerns, etc.) - building principal
3. Building Appeals - Superintendent
4. Superintendent Appeals - Board Governance Committee

Decisions rendered by the Board Governance Committee shall be considered final.

2.2 Any teacher, staff member, or administrator shall have the authority to table any meeting considered unproductive, threatening, hostile, inappropriate, or lacking appropriate representation.

**Section 3.** All Appeals to the Board Governance Committee must be submitted in writing and submitted in person or via email to the Superintendent.



## **HPA Board Policy Updates - July 25, 2022**

### **POLICY 2930 - ACTIVITIES AND ATHLETICS: STUDENT FEES POLICY**

*(Last approved: 07/25/22)*

The Governing Board of Hogan Preparatory Academy adopts the following policy effective on the date that the policy is adopted by the Board.

No fees shall be charged for enrollment, supplies, equipment or costs attributable to courses of study which are offered for credit. Students are required to pay for materials, which are used in constructing projects or other items, which are to be removed from the school, and are thereby the property of the student.

Students may be charged fees or admission for participation in activities, which are voluntary, such as attendance at school athletic, or other co-curricular events. The fee schedule for such events shall be submitted to the Board for approval annually.

# Coversheet

## Finance Committee Report

<b>Section:</b>	III. Finance Committee
<b>Item:</b>	A. Finance Committee Report
<b>Purpose:</b>	Vote
<b>Submitted by:</b>	
<b>Related Material:</b>	PowerPoint Presentation.pdf



# July 2022 Financials

PREPARED **AUG'22** BY



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

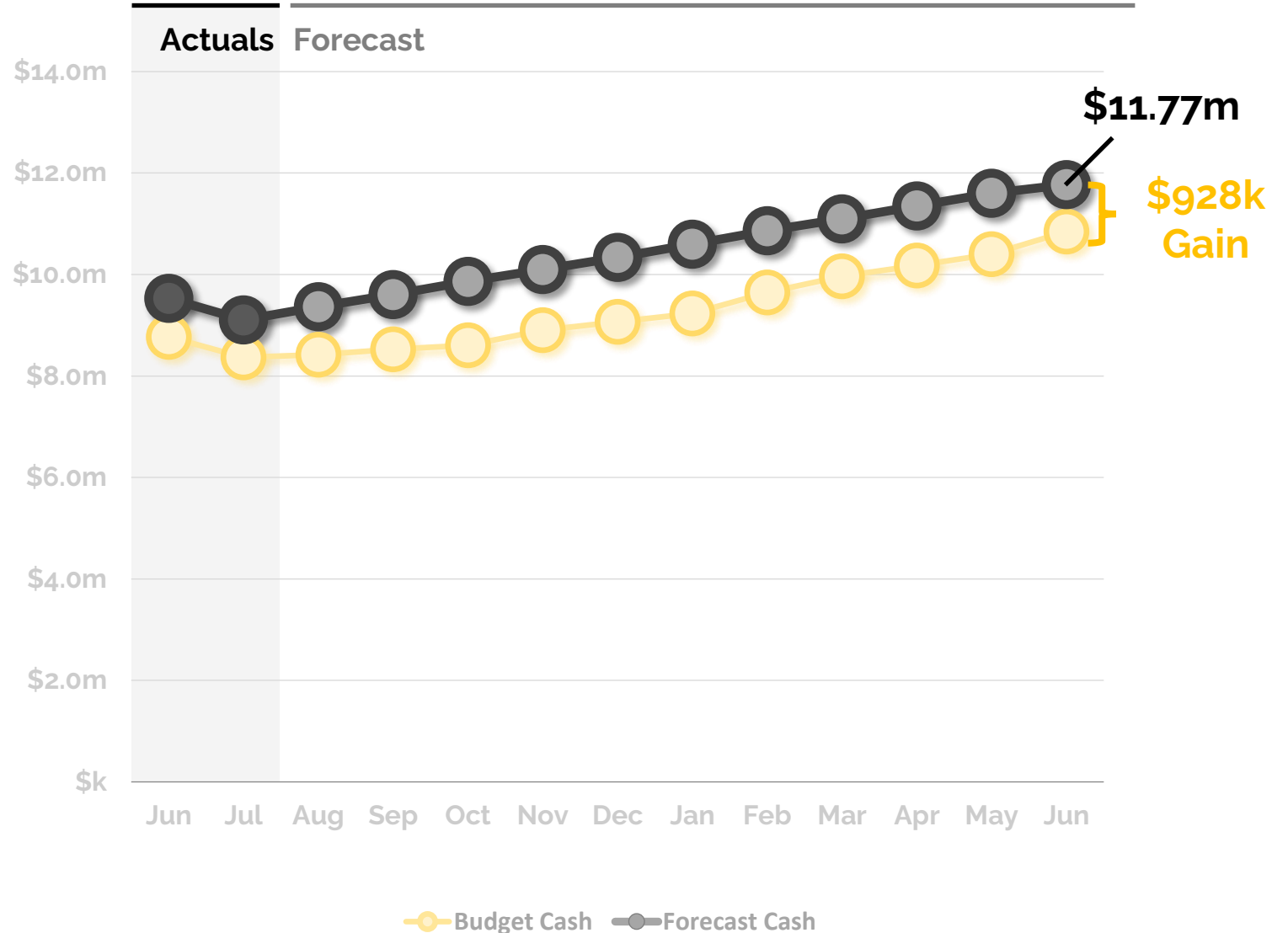
# Executive Summary

- Hogan closes July with a Net Income of \$2.44M which is \$168K improvement from the board approved budget.
  
- The primary drivers of the change in July close are:
  - Expenses: Net improvement of \$168K
    - Salaries and Benefits of positions not yet filled
  
- Public funding calculations will be included in August Close when there is more student data information to forecast ADA and Per WADA payments.

## 247 Days of Cash at year's end

We forecast the school's year ending cash balance as **\$12m**, **\$928k** above budget.

The change in cash projection differs from the budget because FY22's ending cash was higher than what was projected in the budget.

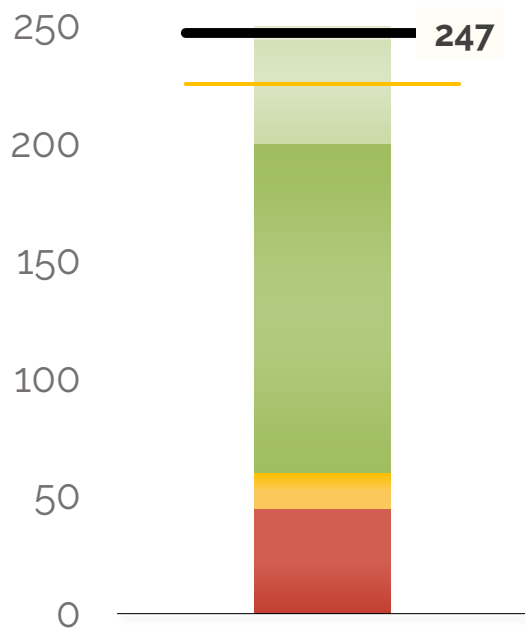




# Key Performance Indicators

## Days of Cash

Cash balance at year-end divided by average daily expenses

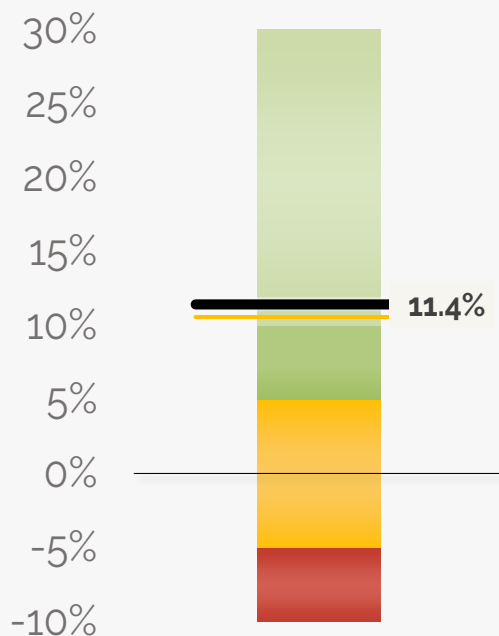


### 247 DAYS OF CASH AT YEAR'S END

The school will end the year with 247 days of cash. This is above the recommended 60 days

## Gross Margin

Revenue less expenses, divided by revenue

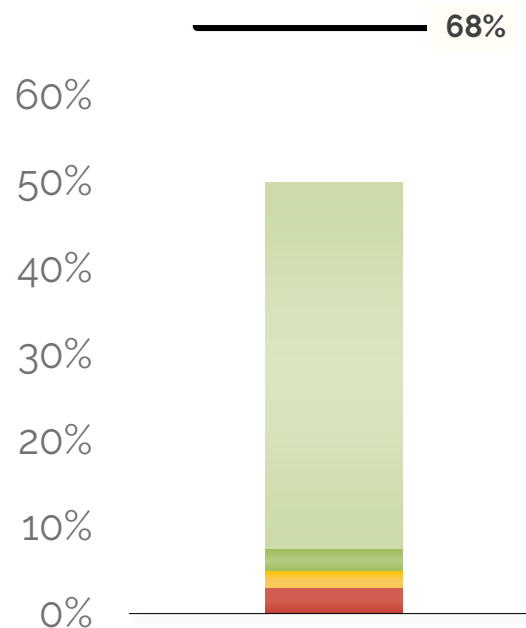


### 11.4% GROSS MARGIN

The forecasted net income is \$2.2m, which is \$169k above the budget. It yields a 11.4% gross margin.

## Fund Balance %

Forecasted Ending Fund Balance / Total Expenses



### 68.11% AT YEAR'S END

The school is projected to end the year with a fund balance of \$11,844,499. Last year's fund balance was \$9,599,589.

# Forecast Overview

	Forecast	Budget	Variance	Variance Graphic	Comments
Revenue	\$19.6m	\$19.6m	\$2k	+2k	This is due to interest earned not in the budget.
Expenses	\$17.4m	\$17.6m	\$167k	+167k	This is due to salaries and benefits of positions not yet filled.
<b>Net Income</b>	<b>\$2.2m</b>	<b>\$2.1m</b>	<b>\$169k</b>	<b>169k</b>	

	<i>Actual</i>	<i>Budget</i>	<i>Variance</i>	<i>Forecast</i>	<i>Budget</i>	<i>Variance</i>	<i>Remaining</i>
<b>Revenue</b>							
Local Revenue	159,450	83,530	75,920	1,493,691	1,491,727	1,964	1,334,242
State Revenue	652,434	539,917	112,517	10,407,629	10,407,630	(1)	9,755,195
Federal Revenue	76,426	438,353	(361,928)	6,202,728	6,202,728	0	6,126,302
Private Grants and Donations	1,000	-	1,000	557,500	557,500	0	556,500
Earned Fees	95,351	-	95,351	972,866	972,866	(0)	877,515
<b>Total Revenue</b>	<b>984,660</b>	<b>1,061,799</b>	<b>(77,140)</b>	<b>19,634,414</b>	<b>19,632,450</b>	<b>1,964</b> ①	<b>18,649,754</b>
<b>Expenses</b>							
Salaries	538,677	593,771	55,093	6,984,904	7,125,248	140,344	6,446,227
Benefits and Taxes	139,145	169,137	29,991	2,001,871	2,029,643	27,773	1,862,725
Staff-Related Costs	6,252	18,990	12,738	227,875	227,875	0	221,623
Rent	16,667	12,500	(4,167)	150,000	150,000	(0)	133,333
Occupancy Service	80,950	90,642	9,692	1,087,703	1,087,703	0	1,006,753
Student Expense, Direct	56,179	152,172	95,994	1,826,069	1,826,069	(0)	1,769,890
Student Expense, Food	226,775	91,083	(135,692)	1,092,995	1,092,995	0	866,220
Office & Business Expense	55,670	95,071	39,401	1,142,260	1,140,849	(1,411)	1,086,590
Transportation	2,485	78,463	75,978	941,560	941,560	(0)	939,074
Total Ordinary Expenses	1,122,800	1,301,829	179,029	15,455,237	15,621,943	166,706	14,332,437
Net Operating Income	(138,140)	(240,029)	101,889	4,179,177	4,010,508	168,670	4,317,317
<b>Extraordinary Expenses</b>							
Interest	7,019	7,019	-	84,233	84,233	0	77,214
Facility Improvements	281,250	154,170	(127,080)	1,850,034	1,850,034	0	1,568,784
Total Extraordinary Expenses	288,269	161,189	(127,080)	1,934,267	1,934,268	0	1,645,998
<b>Total Expenses</b>	<b>1,411,069</b>	<b>1,463,018</b>	<b>51,948</b>	<b>17,389,504</b>	<b>17,556,210</b>	<b>166,706</b> ②	<b>15,978,435</b>
<b>Net Income</b>	<b>(426,409)</b>	<b>(401,218)</b>	<b>(25,191)</b>	<b>2,244,910</b>	<b>2,076,240</b>	<b>168,670</b> ③	<b>2,671,320</b>
Cash Flow Adjustments	2,575	-	2,575	(125)	-	(125)	(2,700)
<b>Change in Cash</b>	<b>(423,835)</b>	<b>(401,218)</b>	<b>(22,617)</b>	<b>76,240</b>	<b>168,545</b>	<b>168,545</b>	<b>2,668,620</b>

① **REVENUE: \$2K AHEAD**  
 Due to interest earned not in budget.

② **EXPENSES: \$167K AHEAD**  
 Salaries and benefits of positions not yet filled.

③ **NET INCOME: \$16gK ahead**

	Actual	Forecast											TOTAL
Income Statement	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	
<b>Revenue</b>													
Local Revenue	159,450	121,295	121,295	121,295	121,295	121,295	121,295	121,295	121,295	121,295	121,295	121,295	1,493,691
State Revenue	652,434	886,836	886,836	886,836	886,836	886,836	886,836	886,836	886,836	886,836	886,836	886,836	10,407,629
Federal Revenue	76,426	556,937	556,937	556,937	556,937	556,937	556,937	556,937	556,937	556,937	556,937	556,937	6,202,728
Private Grants and Donations	1,000	50,591	50,591	50,591	50,591	50,591	50,591	50,591	50,591	50,591	50,591	50,591	557,500
Earned Fees	95,351	79,774	79,774	79,774	79,774	79,774	79,774	79,774	79,774	79,774	79,774	79,774	972,866
<b>Total Revenue</b>	<b>984,660</b>	<b>1,695,432</b>	<b>1,695,432</b>	<b>1,695,432</b>	<b>1,695,432</b>	<b>1,695,432</b>	<b>1,695,432</b>	<b>1,695,432</b>	<b>1,695,432</b>	<b>1,695,432</b>	<b>1,695,432</b>	<b>1,695,432</b>	<b>19,634,414</b>
<b>Expenses</b>													
Salaries	538,677	566,648	593,033	566,648	597,746	590,423	566,648	566,648	592,136	576,398	579,398	650,498	6,984,904
Benefits and Taxes	139,145	167,573	169,591	167,573	169,952	169,652	167,573	167,573	169,523	168,319	169,344	176,053	2,001,871
Staff-Related Costs	6,252	20,148	20,148	20,148	20,148	20,148	20,148	20,148	20,148	20,148	20,148	20,148	227,875
Rent	16,667	12,121	12,121	12,121	12,121	12,121	12,121	12,121	12,121	12,121	12,121	12,121	150,000
Occupancy Service	80,950	91,523	91,523	91,523	91,523	91,523	91,523	91,523	91,523	91,523	91,523	91,523	1,087,703
Student Expense, Direct	56,179	160,899	160,899	160,899	160,899	160,899	160,899	160,899	160,899	160,899	160,899	160,899	1,826,069
Student Expense, Food	226,775	78,747	78,747	78,747	78,747	78,747	78,747	78,747	78,747	78,747	78,747	78,747	1,092,995
Office & Business Expense	55,670	98,781	98,781	98,781	98,781	98,781	98,781	98,781	98,781	98,781	98,781	98,781	1,142,260
Transportation	2,485	85,370	85,370	85,370	85,370	85,370	85,370	85,370	85,370	85,370	85,370	85,370	941,560
Total Ordinary Expenses	1,122,800	1,281,811	1,310,214	1,281,811	1,315,287	1,307,665	1,281,811	1,281,811	1,309,248	1,292,307	1,296,332	1,374,141	15,455,237
Operating Income	-138,140	413,621	385,218	413,621	380,145	387,768	413,621	413,621	386,184	403,126	399,100	321,291	4,179,177
<b>Extraordinary Expenses</b>													
Interest	7,019	7,019	7,019	7,019	7,019	7,019	7,019	7,019	7,019	7,019	7,019	7,019	84,233
Facility Improvements	281,250	142,617	142,617	142,617	142,617	142,617	142,617	142,617	142,617	142,617	142,617	142,617	1,850,034
Total Extraordinary Expenses	288,269	149,636	149,636	149,636	149,636	149,636	149,636	149,636	149,636	149,636	149,636	149,636	1,934,267
<b>Total Expenses</b>	<b>1,411,069</b>	<b>1,431,447</b>	<b>1,459,850</b>	<b>1,431,447</b>	<b>1,464,923</b>	<b>1,457,301</b>	<b>1,431,447</b>	<b>1,431,447</b>	<b>1,458,884</b>	<b>1,441,943</b>	<b>1,445,968</b>	<b>1,523,777</b>	<b>17,389,504</b>
<b>Net Income</b>	<b>-426,409</b>	<b>263,985</b>	<b>235,582</b>	<b>263,985</b>	<b>230,509</b>	<b>238,131</b>	<b>263,985</b>	<b>263,985</b>	<b>236,548</b>	<b>253,489</b>	<b>249,464</b>	<b>171,655</b>	<b>2,244,910</b>
Cash Flow Adjustments	2,575	-245	-245	-245	-245	-245	-245	-245	-245	-245	-245	-245	-125
<b>Change in Cash</b>	<b>-423,835</b>	<b>263,740</b>	<b>235,336</b>	<b>263,740</b>	<b>230,263</b>	<b>237,886</b>	<b>263,740</b>	<b>263,740</b>	<b>236,303</b>	<b>253,244</b>	<b>249,219</b>	<b>171,410</b>	<b>2,244,785</b>

	<i>Previous Year End</i>	<i>Current</i>	<i>Year End</i>
	<i>6/30/2022</i>	<i>7/31/2022</i>	<i>6/30/2023</i>
<b>Assets</b>			
Current Assets			
Cash	9,527,639	9,103,804	11,772,424
Total Current Assets	9,527,639	9,103,804	11,772,424
<b>Total Assets</b>	<b>9,527,639</b>	<b>9,103,804</b>	<b>11,772,424</b>
<b>Liabilities and Equity</b>			
<b>Liabilities</b>			
Current Liabilities			
Other Current Liabilities	-71,950	-69,375	-72,075
Total Current Liabilities	-71,950	-69,375	-72,075
Total Long-Term Liabilities	0	0	
<b>Total Liabilities</b>	<b>-71,950</b>	<b>-69,375</b>	
<b>Equity</b>			
Unrestricted Net Assets	9,599,589	9,599,589	9,599,589
Net Income	0	-426,409	2,244,910
<b>Total Equity</b>	<b>9,599,589</b>	<b>9,173,180</b>	<b>11,844,499</b>

# Coversheet

## Approve July Expenses

<b>Section:</b>	III. Finance Committee
<b>Item:</b>	B. Approve July Expenses
<b>Purpose:</b>	Vote
<b>Submitted by:</b>	
<b>Related Material:</b>	July expenses.pdf Accounts Payable.pdf

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**Check Register by Type**

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<b>Payee Type: Vendor</b>		<b>Check Type: Automatic Payment</b>			<b>Checking Account ID: 1</b>		
<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>
12520461	07/20/2022	X			KCWATERSER	KANSAS CITY WATER SERVICES	774.20
12520462	07/20/2022	X			GOOGLE	GOOGLE	580.00
12520463	07/28/2022	X			BAMBOOHRL	BAMBOO HR LLC	740.00
12520464	07/28/2022	X			BCBS	BLUE CROSS BLUE SHIELD OF KANSAS CITY	49,119.08
Checking Account ID: 1					Void Total:	0.00	Total without Voids:
Check Type Total: Automatic Payment					Void Total:	0.00	Total without Voids:
							51,213.28

<b>Payee Type: Vendor</b>		<b>Check Type: Check</b>			<b>Checking Account ID: 1</b>		
<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>
78489004	07/06/2022	X			UNIFIRSTCO	UNIFIRST CORPORATION	68.18
78489005	07/06/2022	X			UNIFIRSTCO	UNIFIRST CORPORATION	70.09
78489006	07/06/2022	X			UNIFIRSTCO	UNIFIRST CORPORATION	68.18
78489007	07/06/2022	X			UNIFIRSTCO	UNIFIRST CORPORATION	71.11
78489008	07/06/2022	X			UNIFIRSTCO	UNIFIRST CORPORATION	127.25
78489009	07/06/2022	X			UNIFIRSTCO	UNIFIRST CORPORATION	81.77
78489010	07/06/2022	X			UNIFIRSTCO	UNIFIRST CORPORATION	81.77
78489011	07/06/2022	X			UNIFIRSTCO	UNIFIRST CORPORATION	75.50
78489012	07/06/2022	X			UNIFIRSTCO	UNIFIRST CORPORATION	72.16
78489013	07/06/2022	X			UNIFIRSTCO	UNIFIRST CORPORATION	79.56
78489014	07/06/2022	X			UNIFIRSTCO	UNIFIRST CORPORATION	81.94
78489015	07/06/2022	X			UNIFIRSTCO	UNIFIRST CORPORATION	80.75
78489016	07/06/2022	X			UNIFIRSTCO	UNIFIRST CORPORATION	85.36
78489017	07/06/2022	X			UNIFIRSTCO	UNIFIRST CORPORATION	79.56
78489018	07/06/2022	X			UNIFIRSTCO	UNIFIRST CORPORATION	32.90
78491985	07/08/2022	X			SPIRE	SPIRE	167.83
78491986	07/08/2022	X			TECHCYCLE	TECHCYCLE SOLUTIONS	59.00
78491987	07/08/2022	X			TECHCYCLE	TECHCYCLE SOLUTIONS	109.00
78491988	07/08/2022	X			TECHCYCLE	TECHCYCLE SOLUTIONS	29.00
78491989	07/08/2022	X			TECHCYCLE	TECHCYCLE SOLUTIONS	109.00
78491990	07/08/2022	X			TECHCYCLE	TECHCYCLE SOLUTIONS	109.00
78491991	07/08/2022	X			TECHCYCLE	TECHCYCLE SOLUTIONS	109.00
78491992	07/08/2022	X			TECHCYCLE	TECHCYCLE SOLUTIONS	29.00
78491993	07/08/2022	X			TECHCYCLE	TECHCYCLE SOLUTIONS	109.00
78491994	07/08/2022	X			TECHCYCLE	TECHCYCLE SOLUTIONS	29.00
78491995	07/08/2022	X			TECHCYCLE	TECHCYCLE SOLUTIONS	109.00
78491996	07/08/2022	X			TECHCYCLE	TECHCYCLE SOLUTIONS	109.00
78491997	07/08/2022	X			TECHCYCLE	TECHCYCLE SOLUTIONS	109.00
78491998	07/08/2022	X			TECHCYCLE	TECHCYCLE SOLUTIONS	109.00
78491999	07/08/2022	X			TECHCYCLE	TECHCYCLE SOLUTIONS	29.00
78492000	07/08/2022	X			TECHCYCLE	TECHCYCLE SOLUTIONS	29.00
78492001	07/08/2022	X			TECHCYCLE	TECHCYCLE SOLUTIONS	49.99
78492002	07/08/2022	X			TECHCYCLE	TECHCYCLE SOLUTIONS	69.00
78492003	07/08/2022	X			TECHCYCLE	TECHCYCLE SOLUTIONS	49.00
78492004	07/08/2022	X			TECHCYCLE	TECHCYCLE SOLUTIONS	29.00
78492005	07/08/2022	X			TECHCYCLE	TECHCYCLE SOLUTIONS	29.00
78492006	07/08/2022	X			AFLAC	AFLAC	171.63
78492007	07/08/2022	X			SOSPEST	SOS PEST CONTROL	100.00
78492008	07/08/2022	X			SOSPEST	SOS PEST CONTROL	100.00
78492009	07/08/2022	X			FINALSITE	FINALSITE	3,000.00
78492331	07/08/2022	X			DATAREC	DATA RECOGNITION CORPORATION	707.40
78492332	07/08/2022	X			DELTADENTA	DELTA DENTAL OF MO LOCKBOX	3,015.16
78492333	07/08/2022	X			DELTAVISIO	DELTA VISION	655.86
78492334	07/08/2022	X			HOMEDEPOTC	HOME DEPOT CREDIT SERVICES	1,038.59
78492335	07/08/2022	X			JOSTENS	JOSTENS INC	15.02
78492336	07/08/2022	X			LLOYDSABC	ALL BEVERAGE CONTROL, INC.	115.00
78492337	07/08/2022	X			MUTUALOFOM	MUTUAL OF OMAHA	2,450.34
78492338	07/08/2022	X			GUARDIAN	GUARDIAN	702.40
78492339	07/08/2022	X			SPIRE	SPIRE	57.77
78492670	07/08/2022	X			TIMSTERS	KIM BOYKIN	291.50

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78492671	07/08/2022	X			FIRSTSTUDE	FIRST STUDENT INC.	2,193.98
78492672	07/08/2022	X			TICOPROD	TICO PRODUCTIONS LLC	3,554.00
78492673	07/08/2022	X			ELITEPROTE	BRANDON FARROW	1,276.80
78492674	07/08/2022	X			KCPSFNS	KANSAS CITY PUBLIC SCHOOL FOOD & NUTRITION SERV	221,865.00
78524609	07/15/2022	X			MIDWESTSHR	MIDWEST SHREDDING SERVICE LLC	45.00
78524610	07/15/2022	X			KCPL	KANSAS CITY POWER & LIGHT	1,667.81
78524611	07/15/2022	X			KCPL	KANSAS CITY POWER & LIGHT	69.19
78524612	07/15/2022	X			KCWATERSER	KANSAS CITY WATER SERVICES	106.70
78524613	07/15/2022	X			ICEMASTERS	ICE MASTERS	107.91
78524614	07/15/2022	X			MIDWESTSHR	MIDWEST SHREDDING SERVICE LLC	40.00
78524615	07/15/2022	X			MIDWESTSHR	MIDWEST SHREDDING SERVICE LLC	45.00
78524616	07/15/2022	X			ROZANNEPRA	ROZANNE PRATHER CONSULTING	493.75
78524998	07/15/2022	X			DEFFEN	WASTE MANAGEMENT	629.98
78524999	07/15/2022	X			DEFFEN	WASTE MANAGEMENT	722.29
78525000	07/15/2022	X			DEFFEN	WASTE MANAGEMENT	709.06
78525001	07/15/2022	X			SCENARIOLE	SCENARIO LEARNING, LLC	1,660.50
78525223	07/15/2022	X			AASPA	AMERICAN ASSOCIATION OF SCHOOL PERSONNEL ADMINISTRATORS	225.00
78525224	07/15/2022	X			OFFICEESSE	OFFICE ESSENTIALS INC	125.97
78525225	07/15/2022	X			SOLAROCEAN	SOLAR OCEAN 2, LLC	450.46
78525607	07/15/2022	X			PAYPOOL	PAYPOOL LLC	606.47
78525608	07/15/2022	X			ENCORE	ENCORE INSTITUTE FOR SOCIAL IMPACT	5,757.75
78525609	07/15/2022	X			EDOPS	ED OPS	15,583.33
78635252	07/21/2022	X			KCPL	KANSAS CITY POWER & LIGHT	4,867.80
78635253	07/21/2022	X			STRICKLAN1	JAYSON STRICKLAND	48.43
78635254	07/21/2022	X			ADTSECURIT	The ADT Security Corporation	528.01
78635255	07/21/2022	X			WESTERNspe	WESTERN SPECIALTY CONTRACTORS	421.95
78635256	07/21/2022	X			NEARPOD	NEARPOD	7,815.00
78635257	07/21/2022	X			NEARPOD	NEARPOD	8,910.00
78635258	07/21/2022	X			ALMARPRINT	ALMAR PRINTING	440.77
78635259	07/21/2022	X			SOSPEST	SOS PEST CONTROL	100.00
78635260	07/21/2022	X			SOSPEST	SOS PEST CONTROL	100.00
78635261	07/21/2022	X			KCPL	KANSAS CITY POWER & LIGHT	3,400.40
78635262	07/21/2022	X			ATT	AT&T	1,019.72
78635637	07/21/2022	X			NUESYNERGY	NUESYNERGY, INC	125.00
78635638	07/21/2022	X			ASSUREDPAR	ASSURED PARTNERS CAPITAL, INC	14,253.00
78635919	07/21/2022	X			KELLYSERV	KELLY SERVICES, INC	171.25
78635920	07/21/2022	X			WINPROSOLU	WIN PRO SOLUTIONS	238.42
78635921	07/21/2022	X			OMNIEMPLOY	OMNI EMPLOYMENT MANAGEMENT SEVICES, LLC	1,020.00
78635922	07/21/2022	X			SUMNERONE	SUMNERONE, INC.	2,130.26
78635923	07/21/2022	X			BERRYJAM	JAMIE BERRY	3,542.00
78635924	07/21/2022	X			KCPSFNS	KANSAS CITY PUBLIC SCHOOL FOOD & NUTRITION SERV	4,910.00
78635925	07/21/2022	X			SIMPSONLAW	SIMPSON LAWN AND LANDSCAPING	12,225.00
78645780	07/25/2022	X			VERIZON	VERIZON WIRELESS	285.73
78645781	07/25/2022	X			VERIZON	VERIZON WIRELESS	298.36
78645782	07/25/2022	X			RENAISSAN1	RENAISSANCE LEARNING, INC.	14,082.00
78647356	07/25/2022	X			HIGENES	Hi-Gen's Janitorial Services	22,420.67
78647507	07/25/2022	X			K12ITC	K12ITC, INC.	14,621.20
78647784	07/25/2022	X			SCHOOLSMAR	SSKC EDUCATIONAL SUPPORT INC	16,666.67
78647785	07/25/2022	X			KLSLEASING	KLS LEASING II, LLC	281,250.00
78663710	07/28/2022	X			SPORTINGF	SPORTING FIELDS AND ATHLETICS LLC	3,370.00
78663711	07/28/2022	X			PURCHASEPO	PURCHASE POWER	595.83
78663712	07/28/2022	X			RANGEL	RANGEL DISTRIBUTING COMPANY	336.02
78663713	07/28/2022	X			SYMMETRY	SYMMETRY ENERGY SOLUTIONS, LLC (EIN 72-1309319)	783.91
78663714	07/28/2022	X			MCREALTY	MC REALTY GROUP, LLC	3,187.08
78663715	07/28/2022	X			MCREALTY	MC REALTY GROUP, LLC	3,187.08



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<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>
78663716	07/28/2022	X			VOYAGER	VOYAGER SOPRIS LEARING, INC.	1,955.80
78663717	07/28/2022	X			KCWATERSER	KANSAS CITY WATER SERVICES	47.22
78663718	07/28/2022	X			KCWATERSER	KANSAS CITY WATER SERVICES	779.92
78664008	07/28/2022	X			DELTADENTA	DELTA DENTAL OF MO LOCKBOX	2,563.10
78664009	07/28/2022	X			DELTAVISIO	DELTA VISION	604.01
78664279	07/28/2022	X			ELITEPROTE	BRANDON FARROW	200.00
78664280	07/28/2022	X			BERRYJAM	JAMIE BERRY	3,542.00
78664281	07/28/2022	X			SAVVAS	GATEWAY EDUCATION HOLDINGS LLC, SAVVAS LEARNING COMPANY LLC	18,711.38
78664282	07/28/2022	X			JAMESWTIPP	JAMES W. TIPPIN & ASSOCIATES	4,700.00
Checking Account ID: 1					Void Total:	0.00	Total without Voids: 733,546.51
Check Type Total: Check					Void Total:	0.00	Total without Voids: 733,546.51
Payee Type Total: Vendor					Void Total:	0.00	Total without Voids: 784,759.79
Grand Total:					Void Total:	0.00	Total without Voids: 784,759.79



# Accounts Payable

As of 7/31/2022

Hogan Preparatory Academy

PAYEE: ALL		STATUS: -- All --		REPORT DATE: 8/1/2022 10:49:20 AM ET						
GL CODE: ALL										
Invoice #	Incur Date	Invoice Date	Status	Check Date	Check or Trans. #	Payee/Account	GL code	Amount	Memo	Amount
159208	7/1/2022	5/26/2022	Funds Transferring			Waldo Pizza Hogan Preparatory Academy	10 2322 6411 0100  3 00000 000	\$534.47	bo115244	\$534.47
20220625-180.00	7/1/2022	6/25/2022	Funds Transferring			JOSE FIESTAS RENTAL Hogan Preparatory Academy	10 2322 6411 0100  3 00000 000	\$180.00	bo115240	\$180.00
20220629-284.45	7/1/2022	6/29/2022	On Hold			KANSAS CITY WATER SERVICES 000177521 0162665 0	12 2542 6335 3945  3 00000 000	\$284.45		\$284.45
20220629-66.29	7/1/2022	6/29/2022	On Hold			KANSAS CITY WATER SERVICES 000177512 0164342 6	--SPLIT--	\$66.29	66.29	\$66.29
20220701-423.46	7/1/2022	7/1/2022	On Hold			KANSAS CITY WATER SERVICES 000177521 0189559 6	11 2542 6335 1935  3 00000 000	\$423.46		\$423.46
20220701-440.06	7/1/2022	7/1/2022	Funds Transferring			KANSAS CITY WATER SERVICES 000818962 0387577 9	11 2542 6335 1935  3 00000 000	\$1,110.75	Water	\$1,110.75
22-12444	7/1/2022	7/1/2022	Payment Authorized			Education Technology Partners, Inc. Hogan Prep Academy	13 1111 6412 6910  4 42200 000  12 1131 6412 3945  4 42200 000  11 1151 6412 1935  4 42200 000	\$3,600.00	Virtual License	\$10,800.00
229 0051399	7/8/2022	7/8/2022	Paid	8/1/2022	7867522 9	UNIFIRST CORPORATION 1512144	10 2542 6331 0100  3 00000 000	\$83.15	Mats - MS	\$83.15

Invoice #	Incur Date	Invoice Date	Status	Check Date	Check or Trans. #	Payee/Account	GL code	Amount	Memo	Amount
472025	7/11/2022	7/11/2022	Funds Transferring			All Star Awards & Ad Specialties, Inc. Hogan Preparatory Academy	10 2311 6411 0100  3 00000 000	\$58.50	BO115230	\$58.50
884056	7/13/2022	7/13/2022	Payment Authorized			Imagine Learning Hogan Preparatory Academy	11 1151 6411 1935  4 40001 000	\$19,800.00	bo115171	\$19,800.00
128906	7/14/2022	7/14/2022	Funds Transferring			Midwest Shredding Service, LLC Hogan Preparatory Academy	10 2511 6319 0100  3 00000 000	\$40.00	Shredding Services	\$40.00
128907	7/14/2022	7/14/2022	Funds Transferring			Midwest Shredding Service, LLC Hogan Preparatory Academy	10 2511 6319 0100  3 00000 000	\$40.00	Shredding Services	\$40.00
20220714-149.82	7/14/2022	7/14/2022	Funds Transferring			Spire 0763868655	13 2542 6482 6910  3 00000 000	\$149.82	Gas	\$149.82
August 2022	7/15/2022	7/15/2022	Funds Transferring			Guardian Group ID: 00 559210	10 2157 0000 0000  0 00000 000	\$270.80	August 2022	\$270.80
14024164	7/18/2022	7/18/2022	Payment Authorized			Symmetry Energy Solutions, LLC 61733	11 2542 6482 1935  3 00000 000	\$6,384.01	Gas	\$6,384.01
							12 2542 6482 3945  3 00000 000	\$0.00	Gas	
90334	7/18/2022	7/18/2022	Funds Transferring			All Nations Flag Co. Inc Hogan Preparatory Academy	10 2542 6319 0100  3 00000 000	\$600.00	labor	\$736.00
							10 2542 6411 0100  3 00000 000	\$136.00	Flags	
20220719-1084.26	7/19/2022	7/19/2022	Awaiting Approval			EVERGY 9367290740	--SPLIT--	\$1,084.26	1084.26	\$1,084.26
2036	7/19/2022	7/19/2022	Funds Transferring			Tico Sports LLC Hogan Preparatory Academy	10 2322 6319 0100  3 00000 000	\$3,554.00	Marketing Services	\$3,554.00
20220720-25.00	7/20/2022	7/20/2022	Awaiting Approval			Spire 3347837531	--SPLIT--	\$25.00	25.00	\$25.00
222010007093	7/20/2022	7/20/2022	On Hold			BLUE CROSS BLUE SHIELD OF 46640000 / 0001	--SPLIT--	\$49,119.08	49119.08	\$49,119.08
105666	7/22/2022	7/22/2022	On Hold			SOS Pest Control Hogan Preparatory Academy	10 2542 6339 0100  3 00000 000	\$100.00	Pest Control	\$100.00

Invoice #	Incur Date	Invoice Date	Status	Check Date	Check or Trans. #	Payee/Account	GL code	Amount	Memo	Amount
105669	7/22/2022	7/22/2022	On Hold			SOS Pest Control Hogan Preparatory Academy	10 2542 6339 0100  3 00000 000	\$100.00	Pest Control	\$100.00
11818438	7/22/2022	7/22/2022	Awaiting Approval			First Student 2053615	--SPLIT--	\$472.16	472.16	\$472.16
229 0056844	7/22/2022	7/22/2022	Paid	8/1/2022	7867522 8	UNIFIRST CORPORATION 1379139	10 2542 6331 0100  3 00000 000	\$73.23	Mats - ES	\$73.23
14184	7/25/2022	7/25/2022	Funds Transferring			Envision Technology Group Hogen Preparatory Academy	10 2546 6319 0100  3 00000 000	\$290.00	Quarterly Fire Alarm Monitoring	\$290.00
20220725- 115.00	7/25/2022	7/25/2022	Funds Transferring			ALL BEVERAGE CONTROL, INC. Hogan Preparatory Academy	11 2542 6411 1935  3 00000 000	\$115.00	Ice Machine Rental	\$115.00
106798	7/27/2022	7/27/2022	On Hold			SOS Pest Control Hogan Preparatory Academy	10 2542 6339 0100  3 00000 000	\$150.00	Pest Control	\$150.00
20220727- 100.73	7/27/2022	7/27/2022	Awaiting Approval			Janice Thomas Expense Reimbursement	10 2321 6411 0100  3 00000 113	\$100.73	BO115174	\$100.73
August 2022	7/28/2022	7/28/2022	Funds Transferring			MUTUAL OF OMAHA Hogan Preparatory Academy	10 2159 0000 0000  0 00000 000	\$2,032.24	August 2022	\$2,032.24
2223-03	7/30/2022	7/30/2022	Awaiting Approval			Jamie Berry Expense Reimbursement	10 2511 6319 0100  3 00000 000	\$3,542.00	Consulting Agreement	\$3,542.00

Invoice #	Incur Date	Invoice Date	Status	Check Date	Check or Trans. #	Payee/Account	GL code	Amount	Memo	Amount
									<b>Total:</b>	<b>\$101,719.40</b>

### GL Code Summary

							10 2157 0000 0000 0 00000 000			\$270.80
							10 2159 0000 0000 0 00000 000			\$2,032.24
							10 2311 6411 0100 3 00000 000			\$58.50
							10 2321 6411 0100 3 00000 113			\$100.73
							10 2322 6319 0100 3 00000 000			\$3,554.00
							10 2322 6411 0100 3 00000 000			\$714.47
							10 2511 6319 0100 3 00000 000			\$3,622.00
							10 2542 6319 0100 3 00000 000			\$600.00
							10 2542 6331 0100 3 00000 000			\$156.38
							10 2542 6339 0100 3 00000 000			\$350.00
							10 2542 6411 0100 3 00000 000			\$136.00
							10 2546 6319 0100 3 00000 000			\$290.00
							11 1151 6411 1935 4 40001 000			\$19,800.00
							11 1151 6412 1935 4 42200 000			\$3,600.00
							11 2542 6335 1935 3 00000 000			\$1,534.21
							11 2542 6411 1935 3 00000 000			\$115.00
							11 2542 6482 1935 3 00000 000			\$6,384.01
							12 1131 6412 3945 4 42200 000			\$3,600.00
							12 2542 6335 3945 3 00000 000			\$284.45
							12 2542 6482 3945 3 00000 000			\$0.00
							13 1111 6412 6910 4 42200 000			\$3,600.00
							13 2542 6482 6910 3 00000 000			\$149.82
								--SPLIT--		\$50,766.79
										<b>\$101,719.40</b>

# Coversheet

## Academic Committee Report

**Section:** IV. Academic Committee  
**Item:** A. Academic Committee Report  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** 26. Academic Committee Report\_ August 2022.pdf  
48. August 15th Academic Committee Meeting Minutes.pdf



## Academic Committee Report: August

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**

**A. Data Analysis**

**End of Year Assessment Data Achievement**

**- Summary of Evaluate (ELA)**

**ELA**

ES	2021 MAP	2022 Goals	Distance to Goal	Year to Year	SEP	OCT	NOV	DEC	JAN	FEB	MAR
Below Basic	60.12%	28.3%	7.75%	-10.20%	60.7%	54.76%	52.07%	43.79%	44.08%	41.10%	36.05%
Basic	37.50%				36.8%	42.26%	44.38%	47.34%	46.71%	45.21%	47.62%
Proficient	1.79%				2.5%	2.98%	2.96%	7.69%	9.21%	12.33%	13.61%
Advanced	0.60%				0.0%	0.00%	0.59%	1.18%	0.00%	1.37%	2.72%
MPI	187.7	274.1	-27.16	18.28	180.98	193.45	200.00	222.49	221.05	232.88	246.94
<b>MS</b>											
Below Basic	42.41%	31.8%	29.25%	2.17%	57.3%	57.59%	56.68%	49.01%	55.68%	64.37%	61.05%
Basic	52.23%				39.8%	37.17%	35.29%	38.61%	36.76%	27.59%	31.40%
Proficient	4.91%				2.4%	5.24%	7.49%	8.91%	5.41%	6.90%	6.40%
Advanced	0.45%				0.5%	0.00%	0.53%	3.47%	2.16%	1.15%	1.16%
MPI	220.0	255.3	-44.25	3.00	188.6	190.05	195.19	186.14	181.62	195.40	211.05
<b>HS</b>											
Below Basic	55.21%	12.4%	57.17%		51.3%	53.73%	25.30%	58.21%	56.60%	42.25%	69.57%
Basic	32.30%				46.3%	40.30%	51.81%	35.82%	35.85%	47.89%	23.91%
Proficient	12.50%				2.5%	5.97%	12.05%	2.99%	5.66%	7.04%	6.52%
Advanced	0.00%				0.0%	0.00%	10.84%	2.99%	1.89%	2.82%	0.00%
MPI	202.1	301.0	-133.61		200.0	198.51	283.13	192.54	196.23	228.17	167.39
<b>District</b>											
Below Basic	50.00%	28.3%	23.75%	-4.34%	57.5%	55.87%	48.97%	48.40%	51.28%	51.66%	52.05%
Basic	45.90%				39.9%	39.67%	41.91%	41.55%	40.51%	37.85%	36.99%
Proficient	3.60%				2.4%	4.46%	6.61%	7.53%	6.92%	8.95%	9.32%
Advanced	0.50%				0.2%	0.00%	2.51%	2.51%	1.28%	1.53%	1.64%
MPI	204.6	267.1	-66.61	3.6	187.9	192.7	213.7	215.8	200.0	208.7	200.5

**MPI: 200.5    MPI Goal: 267.1    Below Basic (BB): 52.05%    BB Goal: 28.3%**

**- Summary of MAP/EOC (ELA)**

	MPI	Below Basic	Basic	Proficient	Advanced
ES	190.4	58.7%	35.0%	4.5%	1.7%
MS	204.89	49.7%	46.2%	3.5%	0.4%
HS	254.44	33.3%	45.5%	21.1%	0%
Charter	208.73	50%	42.1%	7.1%	0.8%





**- Summary of Evaluate (Math)**

**Math**

ES	2021 MAP	2022 Goals	Distance to Goal	Year to Year	SEP	OCT	NOV	DEC	JAN	FEB	MAR
Below Basic	86.90%	40.8%	18.38%	1.72%	83.0%	86.55%	68.21%	81.07%	69.68%	67.12%	59.18%
Basic	11.90%				16.4%	13.45%	27.17%	18.93%	25.16%	25.34%	27.89%
Proficient	1.19%				0.6%	0.00%	4.62%	0.00%	3.87%	6.85%	10.88%
Advanced	0.00%				0.0%	0.00%	0.00%	0.00%	1.29%	0.68%	2.04%
MPI	127.4	244.9	-48.30	-2.53	134.55	126.90	168.21	137.87	167.10	173.97	196.60
<b>MS</b>											
Below Basic	85.71%	64.5%	5.79%	11.95%	82.9%	81.40%	63.16%	76.41%	73.14%	66.25%	70.29%
Basic	14.73%				16.1%	18.60%	36.32%	21.03%	25.71%	30.63%	24.00%
Proficient	0.00%				1.0%	0.00%	0.53%	2.05%	1.14%	2.50%	2.86%
Advanced	0.00%				0.0%	0.00%	0.00%	0.51%	0.00%	0.63%	2.86%
MPI	129.3	179.4	-14.26	-38.45	135.2	137.21	174.21	119.49	148.00	158.75	165.14
<b>HS</b>											
Below Basic		34.5%	51.77%		88.4%	90.28%	88.14%	91.23%	86.05%	91.86%	86.27%
Basic					11.6%	9.72%	11.86%	8.77%	13.95%	8.14%	13.73%
Proficient					0.0%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Advanced					0.0%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
MPI		267.8	-140.35		123.2	119.44	123.73	117.54	127.91	116.28	127.45
<b>District</b>											
Below Basic	86.00%	54.2%	13.90%	11.29%	83.8%	85.06%	68.72%	80.29%	73.19%	72.19%	68.10%
Basic	13.50%				15.5%	14.94%	29.15%	18.53%	24.13%	23.72%	24.13%
Proficient	0.50%				0.7%	0.00%	2.13%	0.95%	2.14%	3.57%	5.63%
Advanced	0.00%				0.0%	0.00%	0.00%	0.24%	0.54%	0.51%	2.14%
MPI	128.4	208.4	-35.37	-24.9	133.0	129.9	164.7	140.9	156.6	160.2	173.0

**MPI: 173.0 MPI Goal: 208.4 Below Basic (BB): 68.10% BB Goal: 54.2%**

**Summary of MAP/EOC (Math)**

	MPI	Below Basic	Basic	Proficient	Advanced
<b>ES</b>	<b>153.93</b>	<b>75.8%</b>	<b>19.1%</b>	<b>4.5%</b>	<b>0.5%</b>
<b>MS</b>	<b>142.22</b>	<b>79.1%</b>	<b>20.4%</b>	<b>0.4%</b>	<b>0%</b>
<b>HS</b>	<b>121.00</b>	<b>90.0%</b>	<b>9.0%</b>	<b>1.0%</b>	<b>0%</b>
<b>Charter</b>	<b>142.14</b>	<b>80.1%</b>	<b>17.7%</b>	<b>1.98%</b>	<b>0.2%</b>



## B. Individualized Learning Plan Example - Advocacy Curriculum

- Overview
- [Curriculum Website](#)

Advocacy Pacing Guide ☆ 🔍 📄

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	A	B	C	D	E	F	G	H	I
1	Unit	Dates	Pacing	Big Ideas	Essential Questions	Academic Personalization	SEL	Career Awareness	ILP Documentation
2	A Positive Learning Community	Aug 22 - Sept 16	2 weeks	- Making introductions - Getting to know students	- What does it mean to be a friend? - Who am I? How do I impact my community?	Academic Check - In and Goal Setting - Evaluate Scores - STAR Scores - Grade/Credit Check - Completing Writing Prompt	<a href="#">Lesson One (K-12)</a> <a href="#">Lesson Three (K-5 only)</a>	<a href="#">Xello Teacher Intro Video</a> <a href="#">Xello Student Intro Video</a> Complete Xello About Me Complete 1 Xello Lesson	Create ILP <a href="#">ILP Creation Lesson</a>
3			2 weeks	- Establish classroom agreement - Establish how to work together	- How can we ensure we all work well together?		<a href="#">Lesson Four (K-5 only)</a> <a href="#">Lesson One 9-12 continued</a>	Complete 2 Xello Lessons	
4	Personal Development	Sept 19 - Nov 4	2 weeks	- Understanding values and beliefs - Identifying the strengths and interests of self	- What are your values? - What are your strengths and interests?		<a href="#">Lesson One (K-12)</a> <a href="#">Lesson Two (K-8)</a>	Complete 2 Xello Lessons	<a href="#">Student Xello Reflection 1 Paper Example</a>
5			3 weeks	- Developing self-confidence in strengths and abilities - Self-motivate with goal setting	- What do I want to accomplish by the end of the year? - How can I leverage my strengths, interests, and abilities to accomplish my goals?	Academic Check - In and Goal Setting - Evaluate Scores - STAR Scores - Grade/Credit Check - Completing Writing Prompt	<a href="#">Lesson Three (K-8)</a> <a href="#">Lesson Two (9-12)</a> <a href="#">Lesson Four (K-8)</a>	DeBruce Foundation/Agile Work Profiler <a href="#">DeBruce Aquilites Lesson</a>	
6			2 weeks	- Understanding stress factors and management of stress/frustration - Identify and understand emotions	- What do I need when I feel stressed or frustrated? - How can I identify and communicate my emotions in the moment?		<a href="#">Lesson Three (9-12)</a> <a href="#">Lesson Four (9-12)</a> <a href="#">Lesson Six (K-8)</a> <a href="#">Lesson Seven (K-8)</a>	DeBruce Draw Your Own Future <a href="#">The Power of Beliefs Drawing 101 Video Lesson</a>	<a href="#">Student DeBruce Reflection 1 Paper Example</a>
7	Social Development	Nov 7 - Jan 6	2 weeks	- Building positive relationships through listening and communicating	- How does listening and communication impact my relationships?		<a href="#">Lesson One (K-12)</a> <a href="#">Lesson Three (K-8)</a> <a href="#">Lesson Two (9-12)</a>		
8			2 weeks	- Handling conflict within relationships	- How can we positively and productively handle conflict?		<a href="#">Lesson Two (K-8)</a> <a href="#">Lesson Three (9-12)</a> <a href="#">Lesson Four (K-12)</a>		
9			2 weeks	- Identifying and working through bullying conflict	- When does an interaction turn into bullying? - How can I communicate my needs or the needs of others when bullying occurs?		<a href="#">Lessons Four-Eight (K-8)</a> <a href="#">Lessons Five &amp; Six (9-12)</a>		



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## Hogan Preparatory Academy Academic Committee Meeting

### Date and Time

Monday, August 15th, 2022 at 1:00 PM

### Location

6409 Agnes Ave.  
Kansas City, MO 64114

### 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-meg>  
Or dial: (US) +1 470-210-1323 PIN: 274 908 982#

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.

**Date and Time: Monday, August 15 at 1:00 PM**

**Committee Members Present**

**Director Viveros**

**Director Binion**

**Dr. Strickland**

**Jazmin Salach**

**Edwin Wright**

**Committee Members Absent**

**None**

**Guests Present**

**None**

## I. Opening Items



- A. Record Attendance Edwin Wright
  
- B. Call the Meeting to Order Dr. Mary Viveros
  - Dr. Viveros called the meeting to order on Monday, August 15th at 1:00
  
- C. Approve minutes Dr. Mary Viveros
  - [July 18th Minutes](#)
  - Dr. Viveros approved the minutes.

## II. Academic Excellence

### A. Data Analysis

We looked at the end of the year EOC and MAP data as we have received it. A few points were highlighted and discussed. Overall we had the biggest growth with HS ELA and the biggest challenge with HS Math. Dr. Viveros asked if the Evaluate assessment was a quality predictor for what we had as final results. Jazmine and Eddie filled Dr. Viveros in on a meeting that EdOps provided and data around the rate of prediction.



## End of Year Assessment Data Achievement - Summary of Evaluate (ELA)

### ELA

ES	2021 MAP	2022 Goals	Distance to Goal	Year to Year	SEP	OCT	NOV	DEC	JAN	FEB	MAR
Below Basic	60.12%	28.3%	7.75%	-10.20%	60.7%	54.76%	52.07%	43.79%	44.08%	41.10%	36.05%
Basic	37.50%				36.8%	42.26%	44.38%	47.34%	46.71%	45.21%	47.62%
Proficient	1.79%				2.5%	2.98%	2.96%	7.69%	9.21%	12.33%	13.61%
Advanced	0.60%				0.0%	0.00%	0.59%	1.18%	0.00%	1.37%	2.72%
MPI	187.7	274.1	-27.16	18.28	180.98	193.45	200.00	222.49	221.05	232.88	246.94
<b>MS</b>											
Below Basic	42.41%	31.8%	29.25%	2.17%	57.3%	57.59%	56.68%	49.01%	55.68%	64.37%	61.05%
Basic	52.23%				39.8%	37.17%	35.29%	38.61%	36.76%	27.59%	31.40%
Proficient	4.91%				2.4%	5.24%	7.49%	8.91%	5.41%	6.90%	6.40%
Advanced	0.45%				0.5%	0.00%	0.53%	3.47%	2.16%	1.15%	1.16%
MPI	220.0	255.3	-44.25	3.00	188.6	190.05	195.19	186.14	181.62	195.40	211.05
<b>HS</b>											
Below Basic	55.21%	12.4%	57.17%		51.3%	53.73%	25.30%	58.21%	56.60%	42.25%	69.57%
Basic	32.30%				46.3%	40.30%	51.81%	35.82%	35.85%	47.89%	23.91%
Proficient	12.50%				2.5%	5.97%	12.05%	2.99%	5.66%	7.04%	6.52%
Advanced	0.00%				0.0%	0.00%	10.84%	2.99%	1.89%	2.82%	0.00%
MPI	202.1	301.0	-133.61		200.0	198.51	283.13	192.54	196.23	228.17	167.39
<b>District</b>											
Below Basic	50.00%	28.3%	23.75%	-4.34%	57.5%	55.87%	48.97%	48.40%	51.28%	51.66%	52.05%
Basic	45.90%				39.9%	39.67%	41.91%	41.55%	40.51%	37.85%	36.99%
Proficient	3.60%				2.4%	4.46%	6.61%	7.53%	6.92%	8.95%	9.32%
Advanced	0.50%				0.2%	0.00%	2.51%	2.51%	1.28%	1.53%	1.64%
MPI	204.6	267.1	-66.61	3.6	187.9	192.7	213.7	215.8	200.0	208.7	200.5

**MPI: 200.5    MPI Goal: 267.1    Below Basic (BB): 52.05%    BB Goal: 28.3%**

### - Summary of MAP/EOC (ELA)

	MPI	Below Basic	Basic	Proficient	Advanced
ES	190.4	58.7%	35.0%	4.5%	1.7%
MS	204.89	49.7%	46.2%	3.5%	0.4%
HS	254.44	33.3%	45.5%	21.1%	0%
Charter	208.73	50%	42.1%	7.1%	0.8%



**- Summary of Evaluate (Math)**

**Math**

ES	2021 MAP	2022 Goals	Distance to Goal	Year to Year	SEP	OCT	NOV	DEC	JAN	FEB	MAR
Below Basic	86.90%	40.8%	18.38%	1.72%	83.0%	86.55%	68.21%	81.07%	69.68%	67.12%	59.18%
Basic	11.90%				16.4%	13.45%	27.17%	18.93%	25.16%	25.34%	27.89%
Proficient	1.19%				0.6%	0.00%	4.62%	0.00%	3.87%	6.85%	10.88%
Advanced	0.00%				0.0%	0.00%	0.00%	0.00%	1.29%	0.68%	2.04%
MPI	127.4	244.9	-48.30	-2.53	134.55	128.90	168.21	137.87	167.10	173.97	196.60
<b>MS</b>											
Below Basic	85.71%	64.5%	5.79%	11.95%	82.9%	81.40%	63.16%	76.41%	73.14%	66.25%	70.29%
Basic	14.73%				16.1%	18.60%	36.32%	21.03%	25.71%	30.63%	24.00%
Proficient	0.00%				1.0%	0.00%	0.53%	2.05%	1.14%	2.50%	2.86%
Advanced	0.00%				0.0%	0.00%	0.00%	0.51%	0.00%	0.63%	2.86%
MPI	129.3	179.4	-14.26	-38.45	135.2	137.21	174.21	119.49	148.00	158.75	165.14
<b>HS</b>											
Below Basic		34.5%	51.77%		88.4%	90.28%	88.14%	91.23%	86.05%	91.86%	86.27%
Basic					11.6%	9.72%	11.86%	8.77%	13.95%	8.14%	13.73%
Proficient					0.0%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Advanced					0.0%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
MPI		267.8	-140.35		123.2	119.44	123.73	117.54	127.91	116.28	127.45
<b>District</b>											
Below Basic	86.00%	54.2%	13.90%	11.29%	83.8%	85.06%	68.72%	80.29%	73.19%	72.19%	68.10%
Basic	13.50%				15.5%	14.94%	29.15%	18.53%	24.13%	23.72%	24.13%
Proficient	0.50%				0.7%	0.00%	2.13%	0.95%	2.14%	3.57%	5.63%
Advanced	0.00%				0.0%	0.00%	0.00%	0.24%	0.54%	0.51%	2.14%
MPI	128.4	208.4	-35.37	-24.9	133.0	129.9	164.7	140.9	156.6	160.2	173.0

**MPI: 173.0 MPI Goal: 208.4 Below Basic (BB): 68.10% BB Goal: 54.2%**

**Summary of MAP/EOC (Math)**

	MPI	Below Basic	Basic	Proficient	Advanced
<b>ES</b>	<b>153.93</b>	<b>75.8%</b>	<b>19.1%</b>	<b>4.5%</b>	<b>0.5%</b>
<b>MS</b>	<b>142.22</b>	<b>79.1%</b>	<b>20.4%</b>	<b>0.4%</b>	<b>0%</b>
<b>HS</b>	<b>121.00</b>	<b>90.0%</b>	<b>9.0%</b>	<b>1.0%</b>	<b>0%</b>
<b>Charter</b>	<b>142.14</b>	<b>80.1%</b>	<b>17.7%</b>	<b>1.98%</b>	<b>0.2%</b>



## B. Individualized Learning Plan Example - Advocacy Curriculum

- Overview
- [Curriculum Website](#)

We overviewed the student Individualized Learning Plans. The ILP is both a process and a product. There is an implementation guide for teachers on the curriculum website. The ILP product is a Google Drive based portfolio system. Director Binion asked if parents would have access to the portfolio. There are 5 key points throughout the year that documentation will be collected. Beginning, Middle, and End of the year. The other two are specifically lined up to Parent Teacher conference dates and are designed to be a focal point for the conference.

## III. Other Business

- A. Next Academic Committee Meeting: **Monday, September 19** at 1:00 PM
- B. Open Discussion: Anything else that needs to be considered or completed prior to the next Board meeting on August 22, 2022.

Dr. Viveros asked about enrollment and staffing for the upcoming year. Dr. Strickland shared some of the contingency plans we have in place for areas in which we are still missing staff

## IV. Closing Items

- A. Adjourn the Meeting

Dr. Mary Viveros

Dr. Viveros adjourned the meeting at 1:52 PM

# Coversheet

## Governance Committee Report

**Section:** V. Governance and Board Development Committee  
**Item:** A. Governance Committee Report  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** 18. August 19th Governance Committee Meeting Minutes.pdf





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## Hogan Preparatory Academy Governance Committee Meeting

### Date and Time

Friday, August 19th, 2022 at 2:00 PM

### Location

6409 Agnes Ave.  
Kansas City, MO 64114

**Committee Members Present:** Mary Viveros (remote), Robin Carlson (remote), Albert Ray (remote), Jayson Strickland (remote), and Tamara Burns (remote)

**Committee Members Absent:** Matt Sampson

**Guest Present:** Kent Peterson

## I. Opening Items

- |  |              |
|--|--------------|
| A. Record Attendance                                   | Tamara Burns |
| B. Call the Meeting to Order                           | Matt Sampson |
| o Matt Sampson called the meeting to order at 2:03 PM. |              |
| C. Approve minutes                                     | Matt Sampson |
| o The <a href="#">July 15th minutes</a>                |              |

## II. Focus of the Governance Committee

- A. [Agenda for the August 22nd Board Meeting to review](#)
- o The meeting on August 22nd will take place in person at the new high school. Board Directors will take a tour of the new building. However, they can join virtually if needed.
  - o Changes to the Agenda- Move the Enrollment and Budget Contingency Report to closed session.



- Add Staff Incentive Report to the Board Agenda
- Add the vote for the new board member

## B. Board Self-Assessment Results

- Kent Peterson shared an example of a Board that identified four training areas based on their assessment results. Two were technical areas that entailed board processes and how the board wanted to conduct its business. The other two areas were adaptive and involved the deep thinking the board needed to utilize during the decision making process. Also, the board clearly timestamped when this training and work would take place. [Here is the example Kent provided.](#)
- The board will need to analyze the 2022-2023 board assessment results to identify trends and possible gaps to determine if additional training is necessary to ensure the duties, responsibilities, and appropriate processes are in place. This helps ensure the board is giving due diligence to planning and oversight.
- Kent suggested completing a pre/post comparison to the [2020 board assessment](#) to the [2022-2023 assessment](#). Below are both results for future consideration. The goal is to develop a 2022-2023 training schedule.

## C. Board Training Calendar Discussion

- Please see the notes above.

## D. [Board Key Action Calendar](#)

- This is an effective tool to ensure the board completes the basic compliance items needed each year. Kent Peterson also recommended the board considers adding to this calendar the most important dashboard items that need to be discussed each month. These items could be deliberated in committees first to determine if the work is on track or off track. If items are off track or need to be shared with the entire board, the committee can bring this forward to the board with recommendations. Therefore, the actions in the Monitor Planning that are reflected on the dashboard are hardwired to the board's key action calendar.



**E. Alignment of Monitoring Plan and Board Data Dashboard**

- [Monitoring Plan with feedback from Commission](#)
- [Commission’s Recommendation for Revised Dashboard](#)
- Draft of Revised Dashboard
- Please see the comments above.

**F. On-boarding Discussion of New Board Candidate, John Welchen**

- School Smart KC has Ed-Puzzle Tutorials new board members can complete as a part of the onboarding process. The 24 videos available meet the 8 hour requirement.

**G. Being Proactive with Staff: Attendance Incentive**

- [Last Year’s Attendance Incentive](#): Cost \$15,000. Teachers received on February 28th for 1st semester incentive.
- It was shared with the committee that a report will be discussed with the board recommending we are more proactive with staff attendance and retention this year by providing an attendance incentive for September and October.

**H. Forecast: Future Policy Work: September**

- [Required Board Policy Checklist](#)

**Hogan Policies to Review-**

Academic	Finance	Governance
<ul style="list-style-type: none"> <li>● <a href="#">Students</a></li> <li>● <a href="#">Instructional Services</a></li> <li>● <a href="#">COVID-19 &amp; Distance Learning</a></li> </ul>	<ul style="list-style-type: none"> <li>● <a href="#">Financial Operations</a></li> <li>● <a href="#">Personnel Services</a></li> </ul>	<ul style="list-style-type: none"> <li>● Organization, Philosophy &amp; Goals</li> <li>● <a href="#">General Administration</a></li> <li>● <a href="#">Support Services</a></li> </ul>

**II. Other Business**



- Next Governance Committee Meeting: **Friday, September 16, 2022** at 2:00 PM
- Open Discussion: Anything else that needs to be considered or completed prior to the next Board meeting.
  - August 22, 2022

### III. Closing Items

A. Adjourn Meeting

Vote

Tamara Burns

# Coversheet

## 22-23 Board Assessment

**Section:** V. Governance and Board Development Committee  
**Item:** B. 22-23 Board Assessment  
**Purpose:** Discuss  
**Submitted by:**  
**Related Material:** Board Assessment Report.pdf

# FY22-23 Board Assessment

## Board Assessment Report

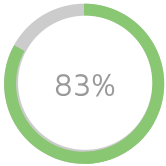
OPENED 7/13/2022

CEO

BOARD MEMBERS

AR Albert Ray    Danielle Binion    DC David Collier    MV Mary Viveros  
MS Matt Samson    RC Robin Carlson

Completed



LEVEL **5**

### Excellent

- Optimizing mission, sustainability, growth and replication
- Sustained outstanding results

LEGEND

- BOARD** Average for all participating board members
- CEO** One CEO
- One individual board member
- Insufficient Data

# Overview

	Board	CEO
Board Meetings	LEVEL 5	?
Board Structure	LEVEL 5	?
Board Composition	LEVEL 3	?
Board Recruitment	LEVEL 4	?
Board Goals & Accountability	LEVEL 4	?
Finance	LEVEL 5	?
Development	LEVEL 1	?
Academic Oversight	LEVEL 5	?
CEO Support & Evaluation	LEVEL 5	?
BoardSavvy CEO	LEVEL 5	?

# Summary

LEVEL  
1

LEVEL  
2

LEVEL  
3

LEVEL  
4

LEVEL  
5

Board Meetings					BOARD
Board Structure					BOARD
Board Composition			BOARD		
Board Recruitment				BOARD	
Board Goals & Accountability				BOARD	
Finance					BOARD
Development	BOARD				
Academic Oversight					BOARD
CEO Support & Evaluation					BOARD
BoardSavvy CEO					BOARD



# Board Meetings

## Details

LEVEL  
1

LEVEL  
2

LEVEL  
3

LEVEL  
4

LEVEL  
5

Yearly Meeting Plan					BOARD
Board Meeting Agenda					BOARD
Board Meeting Materials					BOARD
Board Meeting Content			BOARD		
Board Meeting Facilitation					BOARD
Board Meeting Minutes					BOARD
Board Meeting Evaluation		BOARD			
Open Meeting Law Compliance			BOARD		

## Answer key for: Board Meetings

<p>Yearly Meeting Plan</p>	<ul style="list-style-type: none"> <li>• Annually, the board creates a board meeting calendar outlining all the board meetings, retreats, and other important board related dates for the entire year.</li> <li>• The board schedules time for deeper strategy sessions/strategic discussions throughout the year.</li> <li>• The board creates a strategic board calendar that delineates when key decisions need to be made by the board.</li> </ul>
<p>Board Meeting Agenda</p>	<ul style="list-style-type: none"> <li>• The board chair and the CEO work collaboratively to create each board meeting agenda.</li> <li>• They seek input on the agenda from committee chairs.</li> <li>• The board uses a consistent agenda format that delineates topic, duration, associated meeting materials, and the action that will be required.</li> </ul>
<p>Board Meeting Materials</p>	<ul style="list-style-type: none"> <li>• Meeting materials (minutes from the previous meeting, reports, financial statements, etc.) are consistently distributed at least three days in advance of the meeting.</li> <li>• Meeting materials are clearly organized, making it clear what trustees need to do to prepare for the board meeting.</li> <li>• All trustees always read the board meeting materials in advance of the meeting.</li> </ul>
<p>Board Meeting Content</p>	<ul style="list-style-type: none"> <li>• 90% of board meeting time is focused on setting the strategic direction of the organization, and 10% or less is focused in reacting to immediate issues.</li> <li>• Board meeting presentations/discussions are primarily lead by committee chairs rather than being dominated by the CEO.</li> <li>• Committees report out only when there is something strategic to discuss (as opposed to an agenda of standard committee reports).</li> </ul>
<p>Board Meeting Facilitation</p>	<ul style="list-style-type: none"> <li>• Board meetings run efficiently.</li> </ul>
<p>Board Meeting Minutes</p>	<ul style="list-style-type: none"> <li>• The board consistently takes board meeting minutes.</li> <li>• The minutes are a concise record of actions taken by the board (rather than a lengthy transcript).</li> <li>• Committees consistently take meeting minutes.</li> <li>• All minutes comply with your state's open-meeting requirements</li> </ul>
<p>Board Meeting Evaluation</p>	<ul style="list-style-type: none"> <li>• Board meetings are evaluated on a consistent basis.</li> </ul>
<p>Open Meeting Law Compliance</p>	<ul style="list-style-type: none"> <li>• All trustees have a thorough understanding of the open meetings law.</li> <li>• The board has systems in place to ensure consistent compliance with the open meeting law.</li> <li>• Annually, the board reviews the open meeting law, as a group.</li> <li>• Annually, the board's legal counsel reviews board compliance with the open meeting law.</li> <li>• Monthly, the board secretary reviews open meeting law compliance.</li> </ul>

# Board Structure

## Details

LEVEL  
1

LEVEL  
2

LEVEL  
3

LEVEL  
4

LEVEL  
5

Bylaws					BOARD
Job Descriptions			BOARD		
Officers					BOARD
Committees					BOARD

## Answer key for: Board Structure

Bylaws	<ul style="list-style-type: none"> <li>• The board has a comprehensive set of bylaws.</li> <li>• Annually, the board reviews the bylaws as a group.</li> <li>• Each trustee has a copy of the bylaws for easy reference.</li> <li>• The bylaws state clear term limits to ensure rotation of board members.</li> </ul>
Job Descriptions	<ul style="list-style-type: none"> <li>• The board has a clear job description for the full board.</li> <li>• Trustees receive a document that clearly outlines individual trustee performance expectations.</li> <li>• Annually, the board reviews the job description and individual performance expectations.</li> </ul>
Officers	<ul style="list-style-type: none"> <li>• The board has a chair, vice-chair, treasurer, and secretary.</li> <li>• Each officer has the necessary skills to do the job well.</li> <li>• Each officer position has a written job description that clearly articulates their roles and responsibilities.</li> <li>• The board has a clear and transparent written process for nominating officers.</li> <li>• There is an exemplary succession planning process for the officer positions.</li> </ul>
Committees	<ul style="list-style-type: none"> <li>• There is a written job description for each board committee that has been approved by the full board.</li> <li>• A full board member chairs each committee.</li> <li>• A senior member of the organization’s leadership team staffs each committee.</li> <li>• Each board committee has an adequate number of members to accomplish its goals.</li> <li>• At a minimum, the board has a finance, development (fundraising), governance, and an academic excellence committee.</li> </ul>

## Board Composition Details



	LEVEL 1	LEVEL 2	LEVEL 3	LEVEL 4	LEVEL 5
Board Size	BOARD				
Previous Governance Experience				BOARD	
Skills and Expertise	BOARD				
Diversity	BOARD				
Level of Objectivity					BOARD

# Board Recruitment

## Details

LEVEL  
1

LEVEL  
2

LEVEL  
3

LEVEL  
4

LEVEL  
5

Recruitment Plan	BOARD				
Recruitment Process			BOARD		
Board Recruitment Pipeline					BOARD
Role of the CEO in Board Recruitment					BOARD
Orientation				BOARD	

## Answer key for: Board Recruitment

Recruitment Plan	<ul style="list-style-type: none"> <li>The board has a targeted three-year profile of the skills and expertise that will be need on the board.</li> <li>The board has a targeted annual board recruitment plan.</li> </ul>
Recruitment Process	<ul style="list-style-type: none"> <li>When recruiting new trustees, the board formally assesses:                             <ul style="list-style-type: none"> <li>Each candidate's skill set to ensure a good fit with the board</li> <li>Whether the candidate truly has enough time to serve on this type of board (i.e., 6 to 10 hours a month)</li> <li>The candidate's philosophical alignment with the school's mission</li> <li>The candidate's ability to participate in group process</li> </ul> </li> <li>The board requires a trial period for board candidates by having them serve on a board committee prior to being nominated to the full board.</li> <li>The selection process consistently adheres to a board approved nominating policy and process.</li> <li>There is a standard list of questions asked of all candidates.</li> <li>The strength of each candidate is evaluated numerically on a standard candidate-ranking sheet or scorecard.</li> </ul>
Board Recruitment Pipeline	<ul style="list-style-type: none"> <li>Non-board members serve on each board committee.</li> </ul>
Role of the CEO in Board Recruitment	<ul style="list-style-type: none"> <li>The CEO:                             <ul style="list-style-type: none"> <li>Actively participates in the creation of the long-term board recruitment plan.</li> <li>Devotes significant time to helping identify, screen, and orient new trustees.</li> <li>Sees board recruitment as a vital leadership role, as the organization's CEO.</li> </ul> </li> </ul>
Orientation	<ul style="list-style-type: none"> <li>New trustees receive an effective orientation.</li> </ul>

## Board Goals & Accountability

### Details



Board Goals					BOARD
Accountability				BOARD	

## Answer key for: Board Goals & Accountability

<p>Board Goals</p>	<ul style="list-style-type: none"> <li>• The board has a clear set of goals for the year that clearly delineates how the board will add value to the organization.</li> <li>• The board has an effective and consistent process to measure progress towards achieving annual board goals.</li> <li>• Each board committee has a set of annual goals and an action plan that aligns with the overall board goals for the year.</li> <li>• Substantive committee work happens in between board meetings.</li> </ul>
<p>Accountability</p>	<ul style="list-style-type: none"> <li>• Board members are aware of the time commitment expected to be an effective board member.</li> <li>• Each board member is held to the same standards.</li> <li>• 100% of the board members actively contribute to the success of the board.</li> <li>• There is a clear, transparent system to hold each board member accountable for contributing to the group and following through on expectations outlined in the trustee job description.</li> <li>• The work of the full board is evaluated on an annual basis.</li> <li>• The work of individual trustees is evaluated on an annual basis.</li> <li>• An annual individual trustee performance evaluation is used to determine who should be invited to continue to serve on the board.</li> </ul>

# Finance

## Details

LEVEL  
1

LEVEL  
2

LEVEL  
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LEVEL  
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LEVEL  
5

Financial Oversight					BOARD
Financial Policies and Procedures				BOARD	
Financial Controls					BOARD
Financial Reports					BOARD
Developing Realistic Budgets					BOARD
Board Education					BOARD
Annual Audit/990	BOARD				
Financial Compliance			BOARD		
Support of the CEO					BOARD



**Answer key for: Finance**

Financial Oversight	<ul style="list-style-type: none"> <li>All trustees have a clear understanding of the economics of your charter organization, including the budget and short- and long-term financial outlook.</li> <li>The board has a clear and consistent process for articulating priorities and mapping financial allocations to them.</li> </ul>
Financial Policies and Procedures	<ul style="list-style-type: none"> <li>There is a Financial Policies and Procedures (FPP) manual that is annually revised and reviewed by the Finance Committee.</li> <li>The Financial Policies and Procedures (FPP) manual meets and exceeds your charter authorizer's recommended standards.</li> </ul>
Financial Controls	<ul style="list-style-type: none"> <li>The books are closed on a timely basis each month, quarter, and year, without exception.</li> <li>The board's auditors are 100% comfortable with the internal controls (and compensating controls when you do not have enough staff members to divide up the duties).</li> <li>The board-approved financial-control policies provide meaningful checks and balances, which are followed consistently, without exception.</li> </ul>
Financial Reports	<ul style="list-style-type: none"> <li>Once a year, the CEO and the Finance Committee come to an agreement on what types of financial reports will be prepared for board review on an annual, quarterly, and monthly basis.</li> <li>Monthly, the board receives accurate financial reports that include projections through the end of the fiscal year each month or quarter.</li> <li>The financial reports allow the board to track the organization's financial position.</li> <li>Monthly, the Finance Committee reviews financial reports.</li> <li>The Finance Committee always make inquires into and understands the causes of any meaningful variances from the organization's projected budget.</li> </ul>
Developing Realistic Budgets	<ul style="list-style-type: none"> <li>Annually, there is a multi-year budget that has been approved by the full board and is revised and re-approved by the board.</li> <li>There is a strong annual budgeting process that involves a healthy dialogue between the CEO and both the Finance Committee and the full board about resource allocation priorities.</li> <li>The annual budgeting process gets completed in time for the CEO to make strategic hiring and programmatic decisions for the next year.</li> </ul>
Board Education	<ul style="list-style-type: none"> <li>Each trustee is well-versed in the key drivers and sources of revenues for your organization, and the related cash flows.</li> <li>The full board is annually trained by the Finance Committee to read, understand, and interpret the main points of the financial reports.</li> <li>The Finance Committee leads a portion of the new trustee orientation, orienting them to the organization's short and long-term financial health and training them on how to read and interpret financial reports.</li> </ul>
Annual Audit/990	<ul style="list-style-type: none"> <li>The organization always, without exception, receives an unqualified opinion and very few or no recommendations in the audit's management letter.</li> <li>If/when recommendations are received; they are always resolved and noted as completed in the subsequent management letter, without exception.</li> <li>The organization's completed 990 is reviewed/signed off by the Finance Committee and sent to the IRS on a timely basis, and shared annually with the full board, always and without exception.</li> </ul>
Financial Compliance	<ul style="list-style-type: none"> <li>The board is 100% confident that the organization's management team is properly handling restricted grants.</li> <li>The management provides the Finance Committee with a detailed checklist of all of management's deliverables and reports to various agencies, authorizers, and auditors.</li> <li>The Finance Committee annually confirms that the deliverables and reports to various agencies, authorizers, and auditors are completed/submitted accurately and on a timely basis.</li> </ul>

Support of the CEO

- The Finance Committee has an outstanding relationship with the CEO, and is it able to actively help her/him develop their skills in overseeing the financial health of the organization.
- Recognizing that the members of the Finance Committee typically have more financial experience than the CEO, the Finance Committee annually helps the CEO assess whether the organization has an adequate number of staff members supporting the operational and financial needs of the organization.
- Annually, the Finance Committee assists the CEO in setting strategic goals about:
  - Strengthening the staffing that supports the smooth finance and operations of the school
  - Strengthening the financial systems of the organization

# Development

## Details

LEVEL  
1

LEVEL  
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LEVEL  
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LEVEL  
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LEVEL  
5

Philosophical Alignment		BOARD			
Strategic Fund Development Plan	BOARD				
Accountability	BOARD				
Board Training	BOARD				

# Academic Oversight

## Details

LEVEL  
1

LEVEL  
2

LEVEL  
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LEVEL  
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LEVEL  
5

Clarity of Vision					BOARD
Roadmap					BOARD
Charter Obligations					BOARD
Standardized Testing					BOARD
Comparative Data					BOARD
Board Education					BOARD

**Answer key for: Academic Oversight**

Clarity of Vision	<ul style="list-style-type: none"> <li>• Each trustee understands what academic excellence means at your organization.</li> <li>• The board and the CEO have a written, shared definition of academic excellence.</li> </ul>
Roadmap	<ul style="list-style-type: none"> <li>• There is a clear understanding between the board and the CEO about what the organization is doing towards reaching its defined vision of excellence.</li> <li>• The board and the CEO agree on the next key steps the organization will take this year to get closer towards this vision.</li> </ul>
Charter Obligations	<ul style="list-style-type: none"> <li>• The full board knows the key academic promises that have been made to your authorizer in your charter.</li> <li>• There is a clear and consistent way to measure progress towards reaching the academic goals spelled out in the charter(s) and the accountability plan(s).</li> </ul>
Standardized Testing	<ul style="list-style-type: none"> <li>• All trustees know which standardized tests are administered at the school.</li> <li>• All trustees understand what each standardized test measures.</li> <li>• The board receives clear and consistent reporting on standardized test results.</li> <li>• Each trustee knows if interim assessments are administered at the school.</li> <li>• The board receives clear and consistent reporting on interim test results.</li> </ul>
Comparative Data	<ul style="list-style-type: none"> <li>• The CEO compares the organization's academic results with the results of the district.</li> <li>• The CEO compares the organization's academic results with the results of comparative charter schools.</li> <li>• The CEO has identified a successful school to benchmark against with the goal to meet or exceed that school's results.</li> </ul>
Board Education	<ul style="list-style-type: none"> <li>• The board has an Academic Excellence Committee that helps the board conduct effective oversight of the academic program.</li> <li>• The Academic Excellence Committee works closely with the CEO to design an annual program that educates the board about key strategies to close the achievement gap/deliver academic excellence, as well as other unique aspects of the organization's mission.</li> </ul>

# CEO Support & Evaluation

## Details

LEVEL  
1

LEVEL  
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LEVEL  
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LEVEL  
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LEVEL  
5

Governance/Management					BOARD
Partnership with CEO					BOARD
CEO Evaluation				BOARD	
CEO Support					BOARD

# BoardSavvy CEO

## Details

LEVEL  
1

LEVEL  
2

LEVEL  
3

LEVEL  
4

LEVEL  
5

Governance Knowledge				BOARD	
Governance Prioritized					BOARD
Board Education					BOARD
Setting Strategic Direction					BOARD
Communication					BOARD
Succession Planning	BOARD				

# Answer key for: BoardSavvy CEO

<p>Governance Knowledge</p>	<ul style="list-style-type: none"> <li>• A BoardSavvy CEO:             <ul style="list-style-type: none"> <li>◦ Has a strong understanding of effective governance best practice</li> <li>◦ Annually completes professional development on governance</li> <li>◦ Reads extensively about board governance issues</li> <li>◦ Serves on another board outside of his or her organization</li> </ul> </li> </ul>
<p>Governance Prioritized</p>	<ul style="list-style-type: none"> <li>• A BoardSavvy CEO:             <ul style="list-style-type: none"> <li>◦ Sees developing and maintaining the board as one of his or her primary responsibilities</li> <li>◦ Devotes significant time to helping the board run effectively</li> <li>◦ Ensures that each board committee is appropriately staffed, either by the CEO or another senior staff member</li> <li>◦ Includes governance training as a key component of professional development for senior staff</li> </ul> </li> </ul>
<p>Board Education</p>	<ul style="list-style-type: none"> <li>• A BoardSavvy CEO:             <ul style="list-style-type: none"> <li>◦ Systematically and continually educates the board about key elements of running an exceptional charter school or network of schools</li> <li>◦ Educates the board about the key issues the charter authorizer uses to judge the organization’s performance</li> <li>◦ Educates the board about the charter renewal process</li> <li>◦ Educates the board about state and national measures of academic success</li> </ul> </li> </ul>
<p>Setting Strategic Direction</p>	<ul style="list-style-type: none"> <li>• A BoardSavvy CEO:             <ul style="list-style-type: none"> <li>◦ Has a clear strategic vision for the organization</li> <li>◦ Assists the board in clarifying the most important things they can do to help achieve the strategic vision</li> </ul> </li> </ul>
<p>Communication</p>	<ul style="list-style-type: none"> <li>• A BoardSavvy CEO:             <ul style="list-style-type: none"> <li>◦ Communicates clearly and effectively with the board</li> <li>◦ Always sends out clear, well-organized materials in advance of the board meeting</li> <li>◦ Provides the board with annual metrics on which to measure their individual and organization-wide performance</li> </ul> </li> </ul>
<p>Succession Planning</p>	<ul style="list-style-type: none"> <li>• A BoardSavvy CEO:             <ul style="list-style-type: none"> <li>◦ · Partners with the board to develop an agreed upon a short-term/emergency succession plan for the CEO position, that is well documented and reviewed annually</li> <li>◦ · Annually discusses long-term succession management plan for the organization with the board</li> </ul> </li> </ul>

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# Coversheet

## Election of HPA Board Member

<b>Section:</b>	VI. Old Business
<b>Item:</b>	A. Election of HPA Board Member
<b>Purpose:</b>	Vote
<b>Submitted by:</b>	
<b>Related Material:</b>	Welchman.pdf



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John Welchen, MBA

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## SUMMARY

Customer-focused financial professional with over 13 years' experience in management and financial consulting. Proficient in leading and contributing to projects designed to improve efficiencies & processes, decrease expenses, and boost overall production. Recognized for the capacity to tackle challenging issues, analyze viable alternatives, and provide innovative solutions that reside well within clients' time frames and budgets.

## EXPERIENCE

Northwestern Mutual, Kansas City, MO — *Financial Advisor* APR 2021 - PRESENT

- Work with clients to identify their financial security needs and then focus on solutions that can help make their goals a reality. Relying not only on my own knowledge and experience, but also on the expertise of a team of specialists.

PNC Bank, Overland Park, KS — *Business Analysis Consultant* AUG 2019 – APR 2021

- Work closely with the business to develop, recommend, and establish strategies, plans and processes to improve efficiencies.
- Manage cross-enterprise project work by providing clear direction, suggested timelines for completion and tracking progress against goals.
- Direct large-scale projects and initiatives, delegate analysis work, and provide direction, guidance, and support to contributing parties.
- Identify opportunities for improvements to team processes and take action to implement.
- Conduct and manage outcomes of various studies that include analyzing, reviewing, forecasting, trending, and presenting information for operational and business planning.
- Support short and long term operational/strategic business activities by developing, enhancing, and maintaining operational information and models.

Commerce Bank, Kansas City, MO — *Data Analyst* JUL 2017 - JUL 2019

- Provided business and functional analysis to internal operations contacts, as well as other markets and business -lines.
- Collaborated with Corporate Finance to create reporting to better analyze variances between budgeted and actuals.
- Compiled and reviewed complex data to assess multi-million-dollar accounts and business units.
- Find ways to improve operations efficiency to help decrease cost for internal customers.
- Converted data into actionable insights by predicting and modeling future outcomes.

Great-West Investments, Overland Park, KS — *Business Process Analyst* OCT 2014 - MAR 2017

- Provided input into the planning, organization, implementation and monitoring of management processes, tools, risk issues, and opportunity management.
- Tracked and reported on enhancement requests and development efforts to provide visibility to senior management on timeline for expected changes/improvements.
- Provided as-is and to be workflow analysis and identified opportunities to modify, automate, and streamline processes to improve efficiency.
- Recommended process improvements to reduce waste and continuously improve performance.
- Worked with various business units to assist in all reporting, data extracts and information needs.

State Street, Kansas City, MO — *Fund Administrator, II* JAN 2013 - OCT 2014

- Prepared and submitted yearly, semi-annually, quarterly, and monthly forecasting plans for budgets exceeding \$1 billion plus.
- Prepared investment financial statements, regulatory forms, and other financial materials as required by the client and federal regulations.
- Reviewed investment expense reports, periodically recommending adjustments to budgets.

- Performed compliance testing in relations to the SEC, IRS, and other board approved operating requirements.

BMO Harris Bank, Shawnee, KS — *Personal Banker*

JUL 2010 - JAN 2013

- Identified and sold appropriate banking products based on strategic analysis of the customer financial needs.
- Initiated and maintained customer contact through a variety of methods, including, but not limited to face-to-face customer interaction, telemarketing, and community involvement.
- Analyzed customer's financials, credit data and other relevant information to evaluate level of risk as well as present viable financial alternatives and advice to customers.

## EDUCATION

Park University, Kansas City, MO — *Master of Business Administration (MBA), Finance*

- July 2017 - MAR 2020

University of Phoenix, Phoenix, AZ — *Bachelor of Sciences (B.S) in Business Management*

- Oct 2007 - Oct 2011

## SKILLS

- Years of experience in a role requiring excellent communication, time/project management, problem-solving, organizational, and analytical skills, coupled with thoroughness and attention to detail.
- Proven ability to effectively develop and maintain relationships at all levels of the business, including executives, IT, and vendors.
- Diverse knowledge of providing effective business strategies and solutions.
- Multiple years of providing financial analysis and reporting to assist with both business and operational decisions.

# Coversheet

## Monitoring Plan

**Section:** VI. Old Business  
**Item:** B. Monitoring Plan  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** Monitoring Plan Draft (1) (1).pdf



## Monitoring Plan Draft

### Governance

- **Membership**
  - Full Board by Sept (Selected and onboarded) - **September 30, 2022**
  - Succession Plan - **January 31, 2023**
- **Engagement**
  - Attendance Target - **80% attendance rate**
  - Functioning Committees (Academics, Finance, & Governance) - **July 31, 2022**
- **Board Development**
  - Training Calendar - **September 31, 2022**
- **Policy Revision/Adoption** - **October 31, 2022**
- **22-23 Budget Approved** - **June 30, 2022**
- **Oversight**
  - Revised Dashboard - **September 30, 2022**
  - Supt Eval: Midyear- **January 31, 2023** End of Year- **June 30, 2023**

### Operations

- **Finance**
  - Meet enrollment and ADA benchmarks set in 22-23 Budget
    - Enrollment- 1310 - **September 30th**
    - ADA- 85%- **Ongoing (each month)**
    - Attrition- Attrition rate will not exceed 7%- **December 16th/ May 30th .**
      - End of Year Students: 1,224- **May 30th**
  - Hogan must address the need for better facilities. Over the course of the next charter term, the Board of Directors will establish a reserve fund for the purpose of renovations and maintenance to the high school building and preparation for capital investment to the middle school building. Projected savings goals during the charter term are:
    - FY21-22 - \$3,000,000
    - FY22-23 - \$3,650,000\*
    - FY23-24 - \$2,500,000
    - FY24-25 - \$2,570,000
    - FY25-26 - \$2,640,000
  - \*Hogan will spend up to \$1,000,000 of cash reserves in FY22-23 on the new high school project.
  - Establish targets from Pro-Forma with Phase III Adjustments for Capital Campaign including grant dashboard to track resource and fund development- **October 30th**



- **Human Resources**
  - **Recruit and Retain High Quality Teachers**
  - One of the most critical levers to drive transformation and achieve Hogan's mission and academic goals is the quality of teaching and retaining Hogan's strongest teachers. Therefore, Hogan will retain **60%** of high performing core content teachers by **SY23-24** and **75%** by **SY25-26**. High performing core teachers are those who average a 3 (Proficient) or better on the Hogan Five observations.
- **Articulated standard operating procedures**
  - **Goal #1:** To develop time schedules and structures to provide services to students with the least amount of interruption to education. **December 1, 2022**
    - Plans, schedules, and assigns employees to various cleaning, maintenance, repair, ice and snow removal, renovation and building safety tasks
    - Plans, coordinates and conducts periodic inspections of all facilities required by local, state or federal law to ensure compliance with applicable codes and standards.
  - **Goal #2:** To provide management systems to determine program needs and resources available at the school. **December 1, 2022**
    - Assists the school district administration in the preparation of bid specifications, review of bids and by making recommendations on systems needed from food services, transportation, safety and security, technology, and other operational needs.

## **Teaching and Learning**

- **Personalized and Real World Learning (Instruction)**
  - Advocacy
    - ILPs - 90% of students by October (2022)
  - **Literacy**
    - Elementary:
      - All Student will have access to the following at least 80% of the time in 90% of core content classrooms:
        - Being read to
        - Reading on their own
        - Have writing being modeled to students
        - Writing on their own
      - All students will have access to Literacy Focused Instruction Strategies 80% of the time in 90% of all classes.
    - Secondary:



- All students will have access to reading more than 2 paragraphs and writing a response to questions at least 80% of the time in 90% of core classes.
- All students will have access to Literacy Focused Instructional Strategies 80% of the time in 90% of all classes.
- Measured Outputs for Literacy
  - Writing Samples
  - Reading and Writing Exposure Monitoring
  - Literacy Focused Instructional Strategies Exposure Monitoring
  - Evaluate ELA scores
  - IXL ELA scores
- **RWL Experiences**
  - Early Elementary
    - Station Based Personalized Learning
    - Literacy
  - Later Elementary
    - Station Based Personalized Learning
    - Literacy
  - **7-8**
    - 2 Post Secondary (Industry/College) Trips
    - Career Jumping
    - Commitment to Graduate Ceremony
  - **9-10**
    - Career Fair
    - 2 Post Secondary (Industry/College) Visit
  - **11-12**
    - FAFSA Completion
    - 1 Post Secondary (Industry/College) Visit
    - MVA
- **Tiered Systems of Support**
  - Interim Assessments (In Place - Fall 2022) (Evaluate/IXL as examples)
  - Students On Track for courses passed (Monitoring In Place by September 2022)
- **Exit Data**
  - Graduation Rate - 85.4%
  - MVA attainment - 20.0%
- **Ontrack Data**
  - Freshman On Track - 95%
- **Academic Performance Data**



- Monthly/Quarterly Benchmarks/Targets Established (MPI Projections as an example)
  - Assessments
    - Evaluate (MPI projection)

## Leadership

- **Instructional Observations**
  - Instructional Walkthroughs - 10/month by each Administrator and IC
  - Hogan 5/NEE Scores - Monitored Monthly beginning September 2022
  - Literacy Implementation - Monitoring beginning September 2022
  - SEL Implementation - Monitoring begins September 2022
- **Contingency Plans - Established by August 2022**
  - Sub plan to ensure PLCs
  - Academic intervention plans (Responsive to monthly/quarterly benchmarks)
- **Building Procedures (Behavior management, dismissal, lunch etc) (have a set date)**
  - Established By July 29th 2022
- **Consistent Family Communication**
  - Ongoing Monthly

## Climate and Culture

- **Enrollment - Goal: 1,325**
  - Marketing for re-enrollment - **October 1st, 2022**
  - Re-enrollment opens - **November 15th, 2022**
  - Enrollment (new) opens - **March 2023**
  - Enrollment closes - **July 2023**
- **Attendance - Goal: 90%**
- **Attrition - Goal: 7%**
- **Referrals**
  - 5 or more referrals decreases by 10%
- **Suspensions**
  - # of days suspended total decreases by 5%
- **Interventions increase by 10%**
  - Mediations
  - Re-entry plans
  - Family Conferences
- **Community Standards adopted - **June 30, 2022****
- **Staff trained in restorative practices - 90% of staff trained**



- December 15th, 2022
- **Focus groups**
  - October 31st, 2022
  - December 15th, 2022
  - February 28th, 2023
  - April 30th, 2023

## **Important Resources**

- [Monitoring Plan Calendar](#)
- [Academics Tactical Plan](#)
- [Student Services Tactical Plan](#)
- [Operational Tactical Plan](#)
- [Resource Development and Private Grants Dashboard](#)



# Coversheet

## HPA Dashboard

<b>Section:</b>	VI. Old Business
<b>Item:</b>	C. HPA Dashboard
<b>Purpose:</b>	Vote
<b>Submitted by:</b>	
<b>Related Material:</b>	22-23 Board Dashboard - Sheet1.pdf

Enrollment, Attendance, and Attrition												
	August	September	October	November	December	January	February	March	April	May	June	YTD
--												
Goal: No greater than 7%												
Membership												
Succession Plan												
Engagement (Attendance)												
Board Self-Assessment												
Board Development Calendar												
22-23 Budget Approved												
Budget Contingency Revision Approved												
22-23 Board Dashboard												
Midyear Superintendent Evaluation												
End of Year Superintendent Evaluation												
Operations												
	August	September	October	November	December	January	February	March	April	May	June	YTD
--												
Goal: No greater than 7%												
Retention Rate of High Performing Core Content Teachers												
Climate and Culture												
	August	September	October	November	December	January	February	March	April	May	June	YTD
Suspensions												
Climate and Culture Survey (Families, Students, Staff)												
Student Referrals												
Focus Groups (Families, Students, Staff)												
Staff Trained in Restorative Practices												
Teaching and Learning												
	August	September	October	November	December	January	February	March	April	May	June	YTD
% of Students with a ILP (Goal)												
Seniors on Track to Graduate												
Seniors with a MVA												
Freshman on Track												
3rd Grade on Track												
% of Core Classrooms Reading/Writing												
% of Classrooms using Literacy Focused Strategies												
STAR Reading (% @ 50SGP)												
STAR Math (% @ 50SGP)												
Evaluate Reading Below Basic												
Evaluate Reading MPI												
Evaluate Math Below Basic												
Evaluate Math MPI												
RWL Experiences												
Teacher Performance												
Leadership												
	August	September	October	November	December	January	February	March	April	May	June	YTD
Leadership Performance												
Walkthroughs (10 per month)												
Tiered Systems of Support												
Contingency Plans												

# Coversheet

## HPA Staff Incentive

**Section:** VII. New Business  
**Item:** A. HPA Staff Incentive  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** HPA Staff Incentive Report.pdf



**ITEM:** Staff Incentive Report

**Purpose:** Vote

**Submitted by:** Tamara Burns

**Related Material:** None

**BACKGROUND:** During the 2021-2022, it was difficult to fill the number of substitutes needed at each school. The substitute company we contracted with had a 2% fill rate for subs. Therefore, principals were filing necessary substitute teachers internally. Teachers were giving up their plan times on a consistent basis. Although staff were being compensated for this time, it put a strain on teachers' schedules and on the system. In February 2022, the board approved a staff incentive to reward staff who were a consistent presence in our schools for students and their colleagues during that first semester. Staff who attended school 97% of the time received an attendance incentive stipend of \$350. Staff who had perfect attendance received a \$500 attendance stipend. The cost of the incentive was \$15,700.00. This year we are recommending we take a proactive approach to encourage high attendance rates among staff. The details of this incentive are included in the report below.

**RECOMMENDATION:** Vote to approve \$20,000 to provide staff attendance incentives for the month of September and October.

## HPA Staff Incentive Report

Teacher attendance is directly related to the academic outcomes of their students. Not only does it affect the academic achievement of students, but it also affects the overall running of the building. Being absent, as a teacher, affects a lot of people in the school and causes more disruption.

We recommend offering an attendance incentive that encourages high attendance rates among our teachers and staff:

- Teachers and staff who miss only 0-1 days during the month of September will qualify for a \$250 attendance stipend.
- Teachers and staff who miss only 0-1 days during the month of October will qualify for a \$250 attendance stipend.



- Thus, if a teacher misses no more than 2 days in the months of September and October, s/he can earn up to \$500 as a part of the attendance incentive.
- Only staff who work in schools and have direct contact with students and families qualify for the incentive (teacher, counselors, paras, front office staff, and etc.). District office staff and administrators do not qualify for this incentive.
- The attendance incentive will be paid out on the November 30th pay period.
- Based on last year's incentive data, we anticipate we will need \$20,000 - \$25,000 for the incentive.
- The board has already budgeted \$97,500.00 for substitute teachers. If the need for substitute teachers is high, the number of staff who qualify for the incentive will be low. If the costs of substitute teachers are low, then we will have “extra” funds for the incentive. There should not be any additional costs incurred in the budget.