



**January 17th, 2024 AGENDA**

**Time: 3:30 P.M.**

**Location:** Delasalle High School, 3737 Troost Ave, Kansas City, MO 64109

Call to Order

1. Determination of Quorum / Agenda Approval
2. Public Comment
3. Approve Minutes from Prior Meetings
4. Finance Committee report
  - a. Update on December financials
  - b. Projections for the remainder of the fiscal year
  - c. Update on fundraising (received YTD)
5. Governance Committee report
  - a. Update on Board Calendar
    - i. Board Assessment
    - ii. Board MO Ethics agreement (emailed)
  - b. Update on Board recruitment and other governance issues
6. Academic Committee report
  - a. Update on Academics
7. Executive Director report
  - c. Questions and Answers
8. New Business/Old Business

**Next Meeting: February 21, 2024**

## **MINUTES OF BOARD MEETING**

**Delasalle High School**

**December 20th, 2023**

### **CALL TO ORDER**

The Board of Directors at Delasalle Education Center School convened for the regular board meeting on December 20th, 2023, at 3:30 P.M. In person, Delasalle High School, Kansas City, MO 64109. David Oliver called the meeting to order.

### **ROLL CALL**

The roll was called. Scott Ferber (present) Lisa Krigsten (absent) Steve Gering (present) Teesha Miller (absent) Bill Paterson (present) Kenneth Garrett (present) Ernestine Key (present)

Others Present, Sean Stalling Executive Director, Lisa Griffin Director of Operations, Emily Bodfish Assistant Principal, Dr. Phillip Adam School Chief Officer of Data, Building Principal Erin Wilmore, Keinan Ross Office Manager and Clark Hanner Auditor, Tonya Richardson Eddie Wright, and Martha McGeehon from the Missouri Commission of Charter Schools.

### **QUOROM PRESENT**

David Oliver determined a quorum was present.

### **PUBLIC COMMENT**

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

### **AGENDA**

The December 20th 2023 Board Meeting Agenda was reviewed. David moved to adopt the agenda. Scott seconded the motion. Steve yes, Kenneth yes, Bill yes, Ernestine yes, the agenda was approved by unanimous consent.

### **CONSENT AGENDA**

The Board reviewed the minutes of the November 7th, 2023 regular board meeting. David moved

to approve the November 20th, 2023 minutes. Steve seconded the motion. The motion passed with unanimous consent.

## **FINANCIAL REPORT**

The Financial Report is attached hereto.

The Board reviewed the November and August, 2023, Financial Summary Report, prepared by Anne Nichols and presented by Scott, a copy of which is attached hereto and includes the check registry.

David moved to approve the Financial Summary Report, Check Registry. Bill seconded the motion. Steve yes, Kenneth yes, Ernestine yes the motion passed with unanimous consent

## **PRESIDENT'S REPORT**

Announcement of the Site Visit will be held immediately after the Board Meeting adjourned by David.

## **GOVERNANCE COMMITTEE REPORT**

David Reports out for Lisa K. who was absent, the Board Assessment is due as soon as possible to Kent Peterson.

## **ACADEMIC COMMITTEE REPORT**

The Academic Committee report is attached hereto.

## **EXECUTIVE DIRECTOR REPORT**

The Executive Director's Report is attached hereto.

## **NEW**

The Audit Presentation by Clark Hanner was delivered, and a copy of the audit has been incorporated into the report as of 1/21/23. David proposed the approval of the audit before 1/22/24, allowing board members ample time for review. Subsequently, David initiated an electronic vote to approve the 2022-2023 Board Audit. The results were unanimous, with Steve, Scott, Bill, Ernestine, and Kenneth all voting in favor. The 2023 Audit was officially approved through the unanimous electronic vote, which was concluded on 12/21/23.

The School Principal provided an update on the academic performance of the school. Please find the detailed report from the Principal attached herewith.

## **OLD BUSINESS**

Offer from Torchhouse Studios to provide DLS with a one-day video shoot and one day of editing.

David moved to approve the one-day video shoot. Bill seconded the motion. Steve yes, Kenneth

yes, Ernestine yes the motion passed with unanimous consent

### **CLOSED EXECUTIVE SESSION**

**N/A**

### **ADJOURNMENT**

David moved and Steve Second All votes aye., Steve yes, Bill yes and Kenneth. The meeting adjourned at 5:00 PM.

### **FUTURE MEETINGS**

The next Board Meeting at 3:30 P.M. on January 17<sup>th</sup> 20th, 2024, location DeLaSalle High School 3737 Troost Ave. KCMO 64109

Minutes prepared by Lisa Griffin Director of Operations. Minutes approved by the DLS Board of Directors on January 17, 2024.

*Lisa Krigsten*

LISA KRIGSTEN, Board Secretary



# December 2023 Financials

PREPARED JAN'24 BY

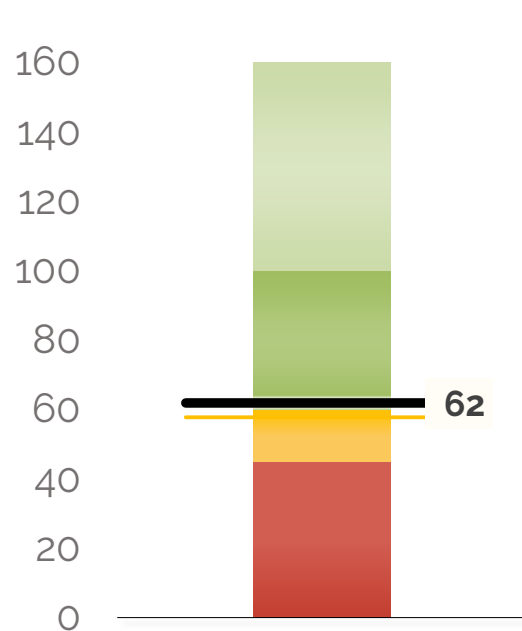


- **Executive Summary**
- **Key Performance Indicators**
- **State Revenue**
- **Forecast Overview**
- **Cash Forecast**
- **Key Forecast Changes This Month**
- **Appendix**
- **Forecast History**

- DeLaSalle revised the State Aid Prior Year ADJ. Due to accrual adjustments, this improved cash by \$145k, moving the fund balance from 11% to a projected 14%.
- We are currently forecasting a net income of \$104k, \$100k above budget.
- Our cash balance is forecast to end the year at \$777k, which results in 62 days of cash.

## Days of Cash

*Cash balance at year-end divided by average daily expenses*

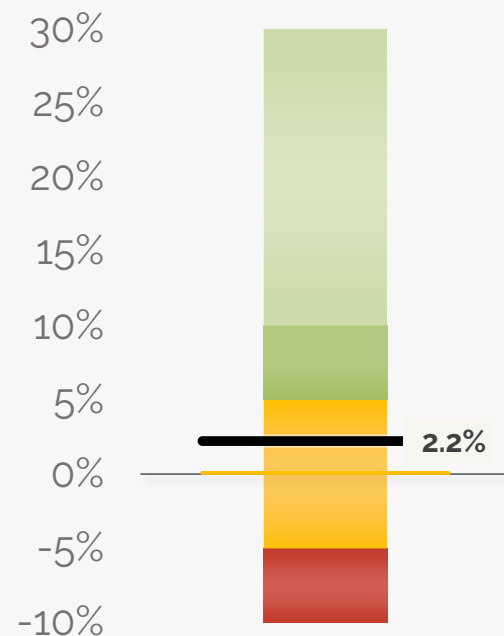


### 62 DAYS OF CASH AT YEAR'S END

The school will end the year with 62 days of cash. This is above the recommended 60 days

## Gross Margin

*Revenue less expenses, divided by revenue*

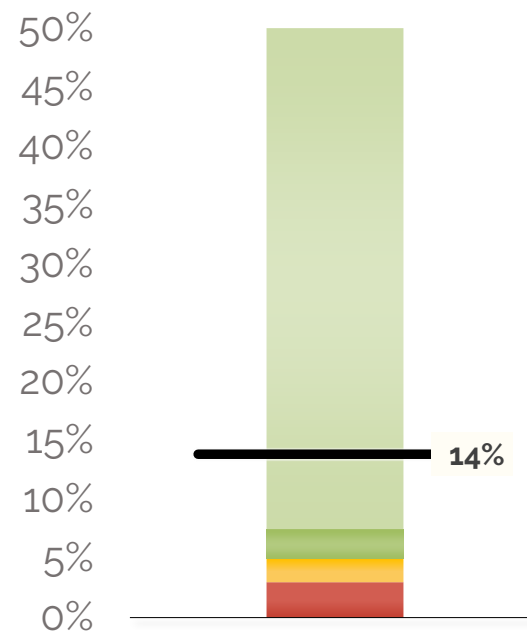


### 2.2% GROSS MARGIN

The forecasted net income is \$104k, which is \$100k above the budget. It yields a 2.2% gross margin.

## Fund Balance %

*Forecasted Ending Fund Balance / Total Expenses*

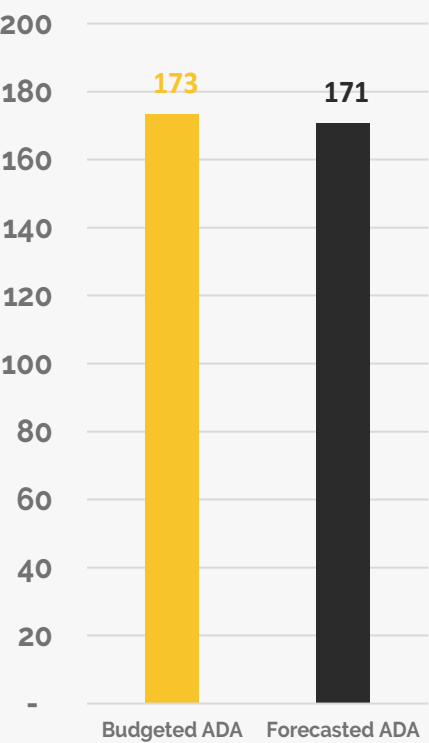


### 13.85% AT YEAR'S END

The school is projected to end the year with a fund balance of \$634,988. Last year's fund balance was \$531,188.



## Student Expectations





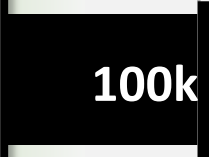
The school now forecasts 171 ADA for SY23-24. The budget target was 173.

## \$11K More Per-Pupil Funding Than Expected

	Current Forecast	SY23-24 Budget	Difference	Financial Gain / (Loss)
Enrollment	233	211	1	Includes 23 JDC student that will join mid-year
Attendance	73%	78.0%	-2.4%	Reg attendance trending 75.6%; this factors in JDC attendance.
Total ADA	171	173	-3	
Regular Term 9-12	168	172	-4	8k
Summer	2	1	1	14k
FRL Count	165	168	-4	
FRL Weight	28	29	-1	314
IEP Count	24	26	-2	
IEP Weight	1	2	-1	-12k
LEP Count	0	0	0	
LEP Weight	0	0	0	
WADA	200	204	-4	
Per WADA Payment	\$11,300	\$11,000	\$300	
State Aid	\$2.2M	\$2.2M	\$11,161	11k

The year end funding difference of \$11k includes the Juvenile Detention Center enrollment.

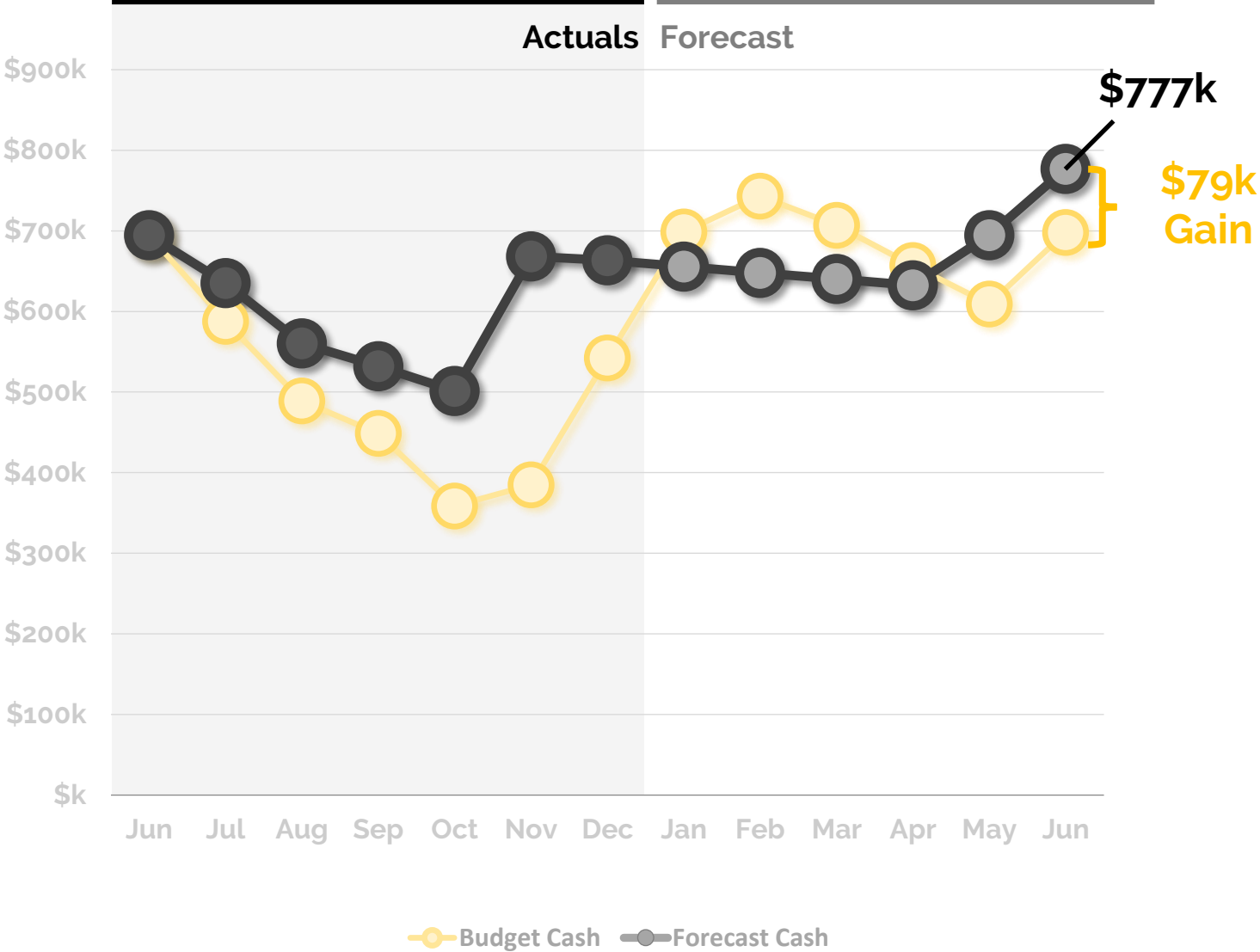
Regular Term ADA includes: 124 Onsite, 18 Flipside; 14 Virtual and 12 JDC

	Forecast	Budget	Variance	Variance Graphic	Comments
Revenue	\$4.7m	\$4.4m	<b>\$271k</b>		State Rev up \$100k MO Violence plus prior YR correction. JDC income included in state and local.
Expenses	\$4.6m	\$4.4m	<b>-\$171k</b>		Primarily due to JDC expenses
Net Income	<b>\$104k</b>	<b>\$3k</b>	<b>\$100k</b>		

## 62 Days of Cash at year's end

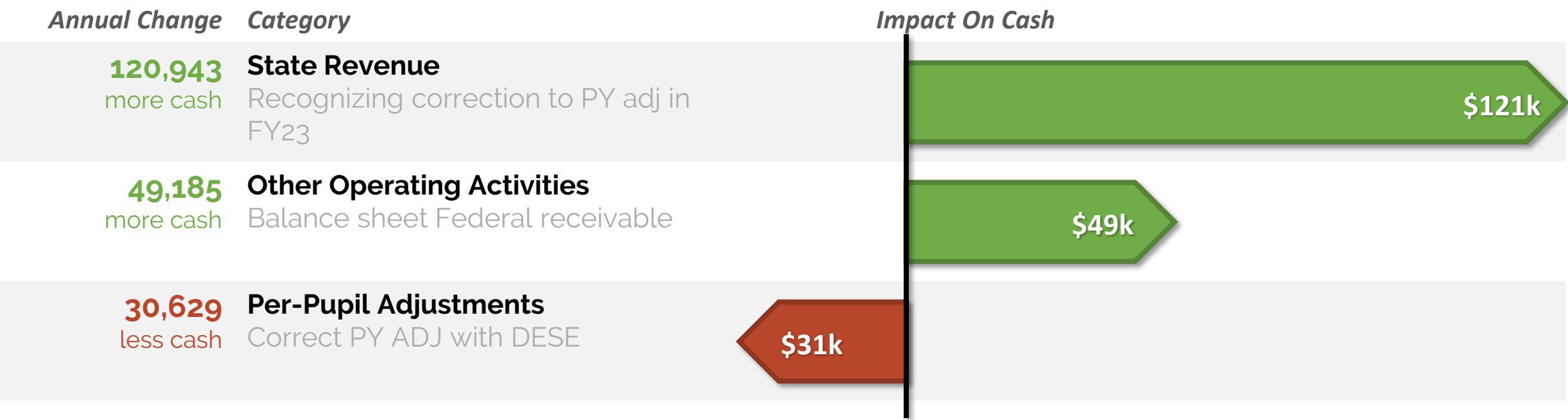
We forecast the school's year ending cash balance as **\$777k**, **\$79k** above budget.

Cash reflects accrual entries. FY23 included a **-\$120k** state prior year correction. Actuals are **-30k** due to FWADA calculation, resulting in additional cash.



# Key Forecast Changes This Month

The December forecast **increased** the year-end cash expectation by **\$145k**. *Key changes:*





# QUESTIONS?

Please contact your EdOps Finance Team:

Anne Nichols

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816.985.5144

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	Year-To-Date			Annual Forecast			
	Actual	Budget	Variance	Forecast	Budget	Variance	Remaining
Revenue							
Local Revenue	125,389	116,575	8,815	214,245	233,149	(18,904)	88,856
State Revenue	997,219	1,000,528	(3,309)	2,416,498	2,214,399	202,099	1,419,279
Federal Revenue	432,061	467,997	(35,936)	1,051,796	1,043,569	8,227	619,734
Private Grants and Donations	569,829	462,500	107,329	925,000	925,000	0	355,171
Earned Fees	10,408	200	10,208	80,408	500	79,908	70,000
Total Revenue	2,134,907	2,047,800	87,107	4,687,947	4,416,617	271,330 ①	2,553,040
Expenses							
Salaries	979,200	1,002,945	23,744	2,002,385	2,005,889	3,505	1,023,184
Benefits and Taxes	285,323	293,336	8,012	587,744	586,671	(1,072)	302,420
Staff-Related Costs	1,476	23,200	21,724	46,400	46,400	(0)	44,924
Occupancy Service	204,553	263,781	59,228	518,722	527,562	8,840	314,168
Student Expense, Direct	387,194	311,318	(75,876)	804,209	627,635	(176,574)	417,016
Student Expense, Food	27,733	48,250	20,517	96,501	96,500	(1)	68,768
Office & Business Expense	155,588	180,249	24,661	371,637	368,497	(3,140)	216,049
Transportation	61,546	77,000	15,454	154,000	154,000	0	92,453
Total Ordinary Expenses	2,102,613	2,200,077	97,464	4,581,597	4,413,155	(168,443)	2,478,984
Total Expenses	2,105,163	2,200,077	94,914	4,584,147	4,413,155	(170,993) ②	2,478,984
Net Income	29,744	(152,277)	182,021	103,799	3,462	100,337 ③	74,056
Cash Flow Adjustments	(60,986)	-	(60,986)	(21,547)	-	(21,547) ④	39,439
Change in Cash	(31,242)	(152,277)	121,035	82,253	3,462	78,791 ⑤	113,495

**① REVENUE: \$271K AHEAD****State REV:**

\$100k unbudgeted MO Violence Grant  
\$102k Basic Formula: \$91k inc due to  
Prior year ADJ correction, plus \$11k  
current YR ADA.

**Earned Fees:** \$70k JDC Revenue

**② EXPENSES: \$171K BEHIND****③ NET INCOME: \$100K ahead**

Income Statement	Actual						Forecast						TOTAL
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	
Revenue													
Local Revenue	29,912	16,155	20,001	19,849	22,611	16,861	14,809	14,809	14,809	14,809	14,809	14,809	214,245
State Revenue	143,566	140,895	281,496	186,682	158,599	85,981	219,880	219,880	219,880	219,880	219,880	319,880	2,416,498
Federal Revenue	8,930	9,930	0	133,899	178,299	101,004	103,289	103,289	103,289	103,289	103,289	103,289	1,051,796
Private Grants and Donations	126,212	90,250	36,001	2,072	123,553	191,741	59,195	59,195	59,195	59,195	59,195	59,195	925,000
Earned Fees	523	25	26	5,027	427	4,380	0	0	0	0	70,000	0	80,408
Total Revenue	309,143	257,254	337,525	347,529	483,489	399,967	397,173	397,173	397,173	397,173	467,173	497,173	4,687,947
Expenses													
Salaries	149,904	163,738	165,696	167,529	167,896	164,437	169,265	169,265	169,265	169,265	169,265	176,862	2,002,385
Benefits and Taxes	42,474	46,997	49,005	49,471	49,554	47,822	50,025	50,025	50,025	50,025	50,025	52,295	587,744
Staff-Related Costs	0	1,378	0	98	0	0	7,487	7,487	7,487	7,487	7,487	7,487	46,400
Occupancy Service	24,430	33,223	38,155	40,271	39,696	28,779	52,361	52,361	52,361	52,361	52,361	52,361	518,722
Student Expense, Direct	15,414	51,260	67,070	75,377	49,374	128,700	69,503	69,503	69,503	69,503	69,503	69,503	804,209
Student Expense, Food	0	16	3,414	6,801	12,605	4,898	11,461	11,461	11,461	11,461	11,461	11,461	96,501
Office & Business Expense	28,555	27,539	26,999	27,936	29,113	15,446	36,008	36,008	36,008	36,008	36,008	36,008	371,637
Transportation	900	9,422	6,679	14,198	20,030	10,317	15,409	15,409	15,409	15,409	15,409	15,409	154,000
Total Ordinary Expenses	261,677	333,572	357,018	381,681	368,268	400,398	411,519	411,519	411,519	411,519	411,519	421,387	4,581,597
Operating Income	47,466	-76,318	-19,493	-34,152	115,222	-431	-14,346	-14,346	-14,346	-14,346	55,654	75,786	106,349
Extraordinary Expenses													
Facility Improvements	0	0	2,550	0	0	0	0	0	0	0	0	0	2,550
Total Extraordinary Expenses	0	0	2,550	0	0	0	0	0	0	0	0	0	2,550
Total Expenses	261,677	333,572	359,568	381,681	368,268	400,398	411,519	411,519	411,519	411,519	411,519	421,387	4,584,147
Net Income	47,466	-76,318	-22,043	-34,152	115,222	-431	-14,346	-14,346	-14,346	-14,346	55,654	75,786	103,799
Cash Flow Adjustments	-106,870	1,505	-6,457	3,663	51,414	-4,241	6,573	6,573	6,573	6,573	6,573	6,573	-21,547
Change in Cash	-59,404	-74,813	-28,499	-30,489	166,635	-4,672	-7,773	-7,773	-7,773	-7,773	62,227	82,360	82,253
Ending Cash	635,332	560,519	532,020	501,531	668,166	663,494	655,721	647,948	640,175	632,402	694,629	776,989	

	Previous Year End	Current	Year End
<b>Assets</b>			
Current Assets			
Cash	694,736	663,494	776,989
Accounts Receivable	67,922	18,736	18,736
Total Current Assets	762,658	682,230	795,725
<b>Total Assets</b>	<b>762,658</b>	<b>682,230</b>	<b>795,725</b>
<b>Liabilities and Equity</b>			
<b>Liabilities</b>			
Current Liabilities			
Other Current Liabilities	121,572	121,298	90,943
Accounts Payable	109,898	0	69,795
Total Current Liabilities	231,469	121,298	160,737
Total Long-Term Liabilities	0	0	
<b>Total Liabilities</b>	<b>231,469</b>	<b>121,298</b>	<b>160,737</b>
<b>Equity</b>			
Unrestricted Net Assets	531,188	531,188	531,188
Net Income	0	29,744	103,799
<b>Total Equity</b>	<b>531,188</b>	<b>560,932</b>	<b>634,988</b>
<b>Total Liabilities and Equity</b>	<b>762,658</b>	<b>682,230</b>	<b>795,725</b>



# Forecast History of June 30, 2024 Cash Balance

Source	Days of Cash at 6/30/24	Change	Description of change
Budget	58		From SY23-24Budget
Jul	57	-1	
Aug	68	11	MO Violence grant, GEER Fed Grant and Salary savings
Sep	67	-1	Adjusted Prop C
Oct	53	-14	Decrease in WADA
Nov	53	0	
▶ Dec	61	8	Prior Year DESE state Aid adjusted to actual amount.
Jan			
Feb			
Mar			
Apr			
May			
Jun			

Check Register by Type

Payee Type: Vendor		Check Type: Automatic Payment			Checking Account ID: 1		
Check Number	Check Date	Cleared	Void	Void Date	Entity ID	Entity Name	Check Amount
3493	12/13/2023	X			KCMO	KC WATER SERVICES DEPARTMENT	782.40
3494	12/05/2023	X			BCBS	BLUE CROSS BLUE SHIELD OF KANSAS CITY	20,692.06
3495	12/22/2023	X			WASTE	WASTE MANAGEMENT	2,589.21
3496	12/02/2023	X			PRINCIPAL	PRINCIPAL INSURANCE	881.66
3497	12/13/2023	X			GUIDEONE	GUIDE ONE	0.00
3498	12/23/2023	X			EVERGY	EVERGY	6,085.27
3499	12/26/2023	X			TOSHIBAFIN	TOSHIBA FINANCIAL SERVICES	1,801.00
3500	12/29/2023	X			TIMEWARNER	TIME WARNER CABLE	604.96
3505	12/11/2023	X			ADT	ADT COMMERCIAL	880.01
3506	12/18/2023	X			DIVVY	CC - DIVVY	4,533.94
Checking Account ID: 1					Void Total:	0.00	Total without Voids: 38,850.51
Check Type Total:		Automatic Payment			Void Total:	0.00	Total without Voids: 38,850.51

Payee Type: Vendor		Check Type: Check			Checking Account ID: 1		
Check Number	Check Date	Cleared	Void	Void Date	Entity ID	Entity Name	Check Amount
81871243	12/04/2023	X			RICKS	RICK'S AUTO CLINIC, INC	87.15
81871244	12/04/2023	X			REEVESWIDE	REEVES WIDEMAN MIDTOWN - CC	148.78
81871753	12/04/2023	X			LONGSTE	STEFFANIE LONG	99.69
81871754	12/04/2023	X			DANIASH	Ashley Daniels	400.00
81871755	12/04/2023	X			INDUSPECIF	Industry Specific Solutions	811.20
81871756	12/04/2023	X			PEPTALK	PepTalk Speech Therapy	1,200.00
81871757	12/04/2023	X			AMAZON	AMAZON	873.78
81896971	12/11/2023	X			MCGELLO	Lloyd McGee	34.50
81896972	12/11/2023	X			CUMMMLA	Mlcolm Cummings	103.50
81896973	12/11/2023	X			CUILTAN	Tana Cuilors	138.00
81896974	12/11/2023	X			HALIDAR	Darius Haliburton	207.00
81896975	12/11/2023	X			DAYKYM	Kymonni Day	172.50
81896976	12/11/2023	X			CREBZAN	Zandra Crebbs	172.50
81896977	12/11/2023	X			PRESKYM	Kymoni President	103.50
81896978	12/11/2023	X			OWENZYV	Zyvarie Owens	161.00
81896979	12/11/2023	X			MARSMIA	Mia Marshall	207.00
81896980	12/11/2023	X			BROWSHA	Shanel Brown	207.00
81896981	12/11/2023	X			SMITJEN	Jenniyah Smith	207.00
81896982	12/11/2023	X			ANDEELI	Elijah Anderson	207.00
81896983	12/11/2023	X			TODDGIA	Gianna Todd	172.50
81896984	12/11/2023	X			WALKSEC	SECOND WALKER	207.00
81896985	12/11/2023	X			EVERJAH	Jahnomie Everett	138.00
81896986	12/11/2023	X			JOHNAVE	Avery Johnson	138.00
81896987	12/11/2023	X			MOORCAR	Carliya Moore	138.00
81896988	12/11/2023	X			WILLJOV	Jovon Williams	207.00
81896989	12/11/2023	X			BEARJAN	JaNaeya Beard	207.00
81896990	12/11/2023	X			WILEJAD	Jaden Wiley	103.50
81896991	12/11/2023	X			WILSKEL	Kelly Wilson	138.00
81896992	12/11/2023	X			VIEGKEY	Vieger Keyvonn	172.50
81896993	12/11/2023	X			WILBTAY	Tayton Wilber	172.50
81896994	12/11/2023	X			RANDJAY	Jaylin Rand	207.00
81896995	12/11/2023	X			JOHNAAR	AARON JOHNSON JR.	172.50
81896996	12/11/2023	X			WILKARI	Ariez Wilkerson	138.00
81896997	12/11/2023	X			FRANROB	Robyn Franklin	207.00
81896998	12/11/2023	X			ACT	ACT INC	377.00
81896999	12/11/2023	X			FRAZSHA	Shantelle Frazier	103.50
81897000	12/11/2023	X			HAMMSER	Serenity Hammonds	34.50
81897001	12/11/2023	X			SUMMAND	Andrew Summers	69.00
81897002	12/11/2023	X			JACKJAY	Jayla Jackson	207.00
81897003	12/11/2023	X			RAYNRYA	Ryan Ray-Nicholson	172.50
81897004	12/11/2023	X			WILLMARC	Marcus Williams	138.00
81897005	12/11/2023	X			TILLANA	Anaijah Tiller	138.00
81897006	12/11/2023	X			LUNASAN	Santino Luna	138.00
81897007	12/11/2023	X			BOLDDEV	Devin Bolder	207.00

Check Register by Type

Payee Type: Vendor		Check Type: Check			Checking Account ID: 1		
Check Number	Check Date	Cleared	Void	Void Date	Entity ID	Entity Name	Check Amount
81897008	12/11/2023	X			HOLMERI	Erianah Holmes	172.50
81897009	12/11/2023	X			KNOWAAS	Aasahni Knowles	138.00
81897010	12/11/2023	X			LANELAI	Laila Lane	172.50
81897011	12/11/2023	X			BOWEMON	Montis Bowen	138.00
81897012	12/11/2023	X			SLAYANT	Antoniecia Slayden	69.00
81897013	12/11/2023	X			HILLKOL	Kolbey Hill	103.50
81897014	12/11/2023	X			ANDEJIZ	Jiziah Anderson	172.50
81897015	12/11/2023	X			STEWKAL	Kaley Stewart	414.00
81897016	12/11/2023	X			MCCARON	Ronald Mccallum	207.00
81897180	12/11/2023	X			TMOBILE	T-MOBILE	696.80
81897181	12/11/2023	X			STAPLES	STAPLES ADVANTAGE	546.07
81897460	12/11/2023	X			FAYNCOR	Cora Fayne	41.75
81897461	12/11/2023	X			DREWKAS	Drew Kassiah	207.00
81897462	12/11/2023	X			PAYPOOL	Paypool LLC	662.25
81897463	12/11/2023	X			HARRJAM	JAMAL HARRIS	750.00
81897464	12/11/2023	X			PATTMIK	MIKALIA HERRON PATTERSON	812.50
81897465	12/11/2023	X			EMBERBLOOM	Ember and Bloom Therapy LLC	2,550.00
81897466	12/11/2023	X			FRONTLNPR	FRONTLINE PROTECTION SERVICES LLC	3,000.00
81897467	12/11/2023	X			TPTEDU	TPT EDUCATION LEADERS	69,000.00
81913097	12/13/2023	X			CONCIERGE	CONCIERGE	1,100.00
81925215	12/14/2023	X			HENRDOR	DORETHA HENRY	1,500.00
81999251	12/18/2023	X			RICKS	RICK'S AUTO CLINIC, INC	277.19
81999252	12/18/2023	X			HIGENES	Hi-Gene's Janitorial Service, Inc	8,521.00
81999253	12/18/2023	X			HEADHEART	Head Heart and Soul (Jason Strickland)	22,750.00
81999518	12/18/2023	X			K12	K12 ITC, INC.	4,166.69
81999697	12/18/2023	X			EVERGY	EVERGY	366.66
81999698	12/18/2023	X			PARCHMENT	PARCHMENT, INC	908.00
81999699	12/18/2023	X			BREEMAR	MARGARET BREECE	1,025.00
81999700	12/18/2023	X			MADDCHR	CHRISTOPHER MADDEN	2,000.00
81999701	12/18/2023	X			KANSASPS	KANSAS CITY PUBLIC SCHOOLS	4,897.50
81999702	12/18/2023	X			EDOPS	EDOPS	9,493.33
81999703	12/18/2023	X			INDUSPECIF	Industry Specific Solutions	1,638.00
81999704	12/18/2023	X			AMAZON	AMAZON	470.92
82061555	12/21/2023	X			CONCIERGE	CONCIERGE	1,000.00
82076189	12/26/2023	X			GLOVMAR	Mariah Glover	138.00
82076190	12/26/2023	X			RICKS	RICK'S AUTO CLINIC, INC	521.99
82076616	12/26/2023	X			PATTMIK	MIKALIA HERRON PATTERSON	600.00
82076617	12/26/2023	X			FRONTLNPR	FRONTLINE PROTECTION SERVICES LLC	4,000.00
82076618	12/26/2023	X			BORISJUDIT	JUDITH BORIS	140.00
82076619	12/26/2023	X			BREEMAR	MARGARET BREECE	810.00
82081463	12/27/2023	X			BREEMAR	MARGARET BREECE	1,025.00
82081464	12/27/2023	X			CONCIERGE	CONCIERGE	1,100.00
82081465	12/27/2023	X			BORISJUDIT	JUDITH BORIS	3,500.00
82086082	12/28/2023	X			HARRJAM	JAMAL HARRIS	750.00
82086083	12/28/2023	X			HENRDOR	DORETHA HENRY	1,500.00
82086084	12/28/2023	X			BAKESAM	Samantha Baker	6,800.00
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Grand Total:					Void Total:	0.00	Total without Voids: 209,347.26

**DeLaSalle High School  
Academic Committee  
Meeting Notes – January 10, 2024**

**In attendance:**

- Ernestine Key
- Steve Gering
- Sean Stalling
- Bill Patterson

**Agenda:**

- Update on Elevate K-12 math instruction.
- Debrief from December Board Meeting; Q&A with Commission representatives, discussion of Board dynamics; connecting “new” and “old” board members.
- General discussion on classroom instruction, teacher compensation, recruitment, and retention.

**December Board Meeting/Board connection**

- Ernestine expressed concern about a perceived disconnect between the older and newer members of the board when answer questions from the Commission.
- Bill will contact David/Lisa to inquire about next steps with Kent Petersen and broach the subject of holding a team-building event to help newer board members learn the history of the organization and better articulate “the DeLaSalle story.”

**Classroom Instruction**

- Sean reported DeLaSalle teacher compensation is in the top five percent of charter schools in the city and that only Frontier pays its teachers better. All teachers receive individual health care coverage as part of their compensation packages; however, family plans are not covered.
- Sean urged the board to define “retention” based on how many of the instructors accept the invitation to come back to DLS each school year.
- DeLaSalle has employed a three-part program for evaluating and developing teachers. Using these criteria, the school determines which instructors will have their contracts renewed (“be invited back”) for the following academic year:
  - Classroom walk-throughs
  - Danielson-model evaluations
  - Coaching

- The committee agreed Sean (Ms. Wilmore?) should provide an overview of this three-step program at the next Board meeting.
- Sean complimented Principal Wilmore on her professional growth and ability to establish her expectations of faculty, as well as establish a strong identity for the faculty and staff.
- Sean expects an even stronger faculty team on campus by the beginning of the 24-25 school year, noting that former biology instructor Camille Bergmeier will be returning (albeit in a different capacity than before.)

### **Special Education Update**

- About 18-19 percent of 9<sup>th</sup> & 10<sup>th</sup> graders are categorized as exceptional learners. Sean attributes this number to the high number of middle schools who send their exceptional learners to DLS.
- School-wide, the number of exceptional learners is around 11 to 12 percent.

### **Elevate K-12**

- DeLaSalle has implemented Elevate K-12 remote instruction on an interim basis while one of the school's math instructors is on maternity leave. DeLaSalle has subscribed to the program for eight (8) weeks.
- Preliminary reports have been positive, as the Elevate K-12 curriculum aligns with the Danielson model.
- The current contract expires in mid-February and will not be renewed, as it was an unfunded item in the 23-24 budget.
- *Note to committee: I am including this bullet from the December report for reference for 24-25 budget planning purposes.* The cost to implement Elevate K-12 is comparable to what it would cost to pay and provide benefits to a full-time classroom teacher. (\$68,000 salary plus benefits = \$81,000 vs. \$80,000 for Elevate K-12). The salary of the Classroom Coach (a paraprofessional) can be covered from the school's Mental Health budget or other non-instruction line item.



CONFLICT OF INTEREST POLICY  
for  
MEMBERS OF THE BOARD OF DIRECTORS  
of the  
DELASALLE HIGH SCHOOL

**Article I - Purpose**

The purpose of the conflict of interest policy is to define what constitutes a conflict of interest and to *protect* this tax-exempt organizations, De La Salle Education Center, hereinafter DLS, interest when it is contemplating entering into a transaction or arrangement that might benefit the private interest of an officer or director of the DLS or might result in a possible excess benefit transaction. This policy is intended to supplement but not replace any applicable state and federal laws governing conflict of interest applicable to nonprofit and charitable organizations. Board members shall recuse themselves from positions, discussions or votes where they have, appear to have, or believe that they have a conflict of interest that would prevent them from acting in the best interests of DLS and the safeguarding of its programmatic and corporate soundness. Furthermore, should a Board member have a personal financial interest in any agency, company, or entity that stands to receive financial or other material benefits from performing services for DLS, that Board member shall disclose that interest to his/her fellow Board members.

**Article II - Definitions**

**1. Interested person**

Any director, principal officer, or member of a committee with governing board delegated powers, who has a direct or indirect financial interest, as defined below, is an interested person.

**2. Financial Interest**

A person has a financial interest if the person has, directly or indirectly, through business, investment, or family:

- s. An ownership or investment interest in any entity with which DLS has a transaction or arrangement,
- b. A compensation arrangement with DLS or with any entity or individual with which DLS has a transaction or arrangement, or
- c. A potential ownership or investment interest in, or compensation arrangement with, any entity or individual with which DLS is negotiating a transaction or arrangement.

Compensation includes direct and indirect remuneration as well as gifts or favors that are not insubstantial. A financial interest is not necessarily a conflict of interest. Under Article III, Section 2, a person who has a financial interest may have a conflict of interest only if the appropriate governing board or committee decides that a conflict of interest exists.

**Article III - Procedures**

The President of the Board will administer this Conflict of Interest Policy; at his/her discretion, refer issues to the full Board or an appropriate committee thereof.

1. Duty to Disclose

a. In connection with any actual or possible conflict of interest, an interested person must promptly disclose the existence of the financial interest and be given by filing a written Disclosure statement with the President of the Board.

b. Any director who becomes aware of a potential or perceived conflict of interest of another Board member shall have a duty to disclose the potential or perceived conflict of interest by filing a written Disclosure statement with the President of the Board.

**2. Determining Whether a Conflict of Interest Exists**

After disclosure of the financial interest and all material facts, and after any discussion with the interested person or necessary committees the President of the Board shall review the entire situation and determine whether a conflict of interest exists.

**3. Procedures for Addressing the Conflict of Interest**

a. An interested person may make a presentation at the governing board meeting, but after the presentation, he/she shall leave the meeting during the discussion of, and the vote on, the transaction or arrangement involving the possible conflict of interest.

b. The President of the governing board or committee shall, if appropriate, appoint a disinterested person or committee to investigate alternatives to the proposed transaction or arrangement.

c. After exercising due diligence, the governing board or committee shall determine whether DLS can obtain with reasonable efforts a more advantageous transaction or arrangement from a person or entity that would not give rise to a conflict of interest.

d. If a more advantageous transaction or arrangement is not reasonably possible under circumstances not producing a conflict of interest, the governing board or committee shall determine by a majority vote of the disinterested directors whether the transaction or arrangement is in DLS's best interest, for its own benefit, and whether it is fair and reasonable. In conformity with the above determination, it shall make its decision as to whether to enter into the transaction or arrangement.

e. The suggested resolution shall be documented. A copy of all documents relating to disclosures, resolutions will be retained by DLS's legal counsel.

f. All disclosure Statements are to be retained for four years. All disclosures and related actions involving grants and contracts must be maintained at least three (3) years beyond the termination of the related grant(s) or contract(s) or resolution of any action with the funding organization, whichever is longer.

4. Violates us of the Conflicts of **Interest** Policy

a. If the governing board or committee has reasonable **cause** to believe a member has failed to disclose actual or possible conflicts of interest, it shall inform the member of the basis for such belief and afford the member an opportunity to explain the alleged failure to disclose.

b. If, after hearing the member's response and after making further investigation as warranted by the circumstances, the governing board or committee determines the member has failed to disclose an actual or possible conflict of interest, it shall take appropriate disciplinary and corrective action.

c. It is a violation of DLS's policy to retaliate against an individual who files a statement raising a potential or perceived conflict of interest. It is also a violation for a Board member knowingly to file a false statement. If such actions should occur, they should be brought to the immediate attention of the President of the Board.

**Article IV - Records of Proceedings**

The minutes of the governing board and all committees with board delegated powers shall contain:

a. The names of the persons who disclosed or otherwise were found to have a financial interest in connection with an actual or possible conflict of interest, the nature of the financial interest, any action taken to determine whether a conflict of interest was present, and the governing boards or committee's decision as to whether a conflict of interest in fact existed.

b. The names of the persons who were present for discussions and votes relating to the transaction or arrangement, the content of the discussion, including any alternatives to the proposed transaction or arrangement, and a record of any votes taken in connection with the proceedings.

#### **Article V - Compensation**

a. A voting member of the governing board who receives compensation, directly or indirectly, from the DLS for services is precluded from voting on matters pertaining to that member's compensation.

b. A voting member of any committee whose jurisdiction includes compensation matters and who receives compensation, directly or indirectly, from DLS for services is precluded from voting on matters pertaining to that member's compensation.

c. No voting member of the governing board or any committee whose jurisdiction or includes compensation matters and who receives compensation, directly or indirectly, from DLS, either individually or collectively, is prohibited from providing information to any committee regarding compensation.

#### **Article VI -. Annual Statements**

Each director, principal officer, and member of a committee with governing board delegated powers shall annually sign a statement which affirms such pot-son:

- a. Has received a copy of the conflicts of interest policy,
- b. Has read and understands the policy,
- c. Has agreed to comply with the policy, and
- d. Understands DLS is charitable and in order to maintain its federal tax exemption it must engage primarily in activities which accomplish one or more of its tax-exempt p purposes.

#### **Article VII - Per to die Reviews**

To ensure the DLS operates in a manner consistent with charitable purposes and does not engage in activities that could jeopardize its tax-exempt status, periodic reviews shall be conducted. The periodic reviews shall I, at a minimum, include the following subjects:

- a. Whether compensation arrangements and benefits are reasonable, based on competent Survey information, and the result of arm's length bargaining.
- b. Whether partnerships, joint ventures, and arrangements with management organizations conform to DLS's written policies, are properly recorded, reflect reasonable investment or payments for goods and services, further charitable purposes and do not result in inurement, impermissible private benefit t or in an excess benefit transaction.

#### **Article VIII - Use of Outside Experts**

When conducting the periodic reviews as provided for in Article VII, DLS may, but need not, use outside advisors. If outside experts are used, their use shall not relieve the governing board of its responsibility for ensuring periodic reviews are conducted.

I have read and am aware of the conflict of interest policy for the Board of Director's for Delasalle High School, and hereby agree to abide by this policy in all matters dealing with my responsibilities toward Delasalle High School.

Date \_\_\_\_\_

Signature \_\_\_\_\_

Name (Please Print) \_\_\_\_\_



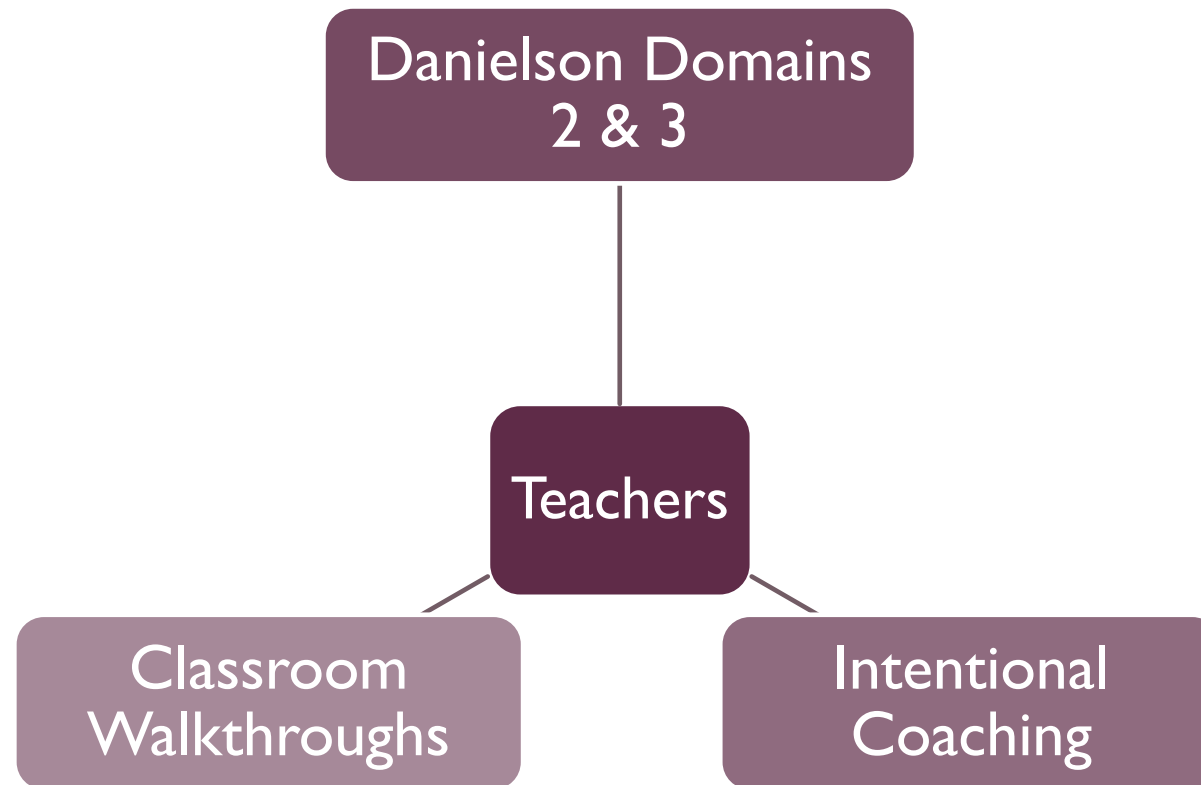


# BUILDING A BETTER FUTURE

INCREASED TEACHER CAPACITY



# TRIANGULATING EFFORTS



# DOMAINS 2 & 3

- Trained evaluators observe classes (Leader development)
- Observers calibrate efforts for instruction (leader development)
- Principal and AP observe with feedback (teacher development)

## Domain 2: Classroom Environment

- 2a Creating an Environment of Respect and Rapport
- 2b Establishing a Culture for Learning
- 2c Managing Classroom Procedures
- 2d Managing Student Behavior
- 2e Organizing Physical Space

## Domain 3: Instruction

- 3a Communicating with Students
- 3b Using Questioning and Discussion Techniques
- 3c Engaging Students in Learning
- 3d Using Assessment in Instruction
- 3e Demonstrating Flexibility and Responsiveness

# CLASSROOM WALKTHROUGHS

- Goal: Every teacher every week (12 teachers)
- Currently 10 walkthroughs per week ~ 83%
- Instructional look-fors based on Danielson Data and ILT input
- Colored coded to show areas of growth and improvement

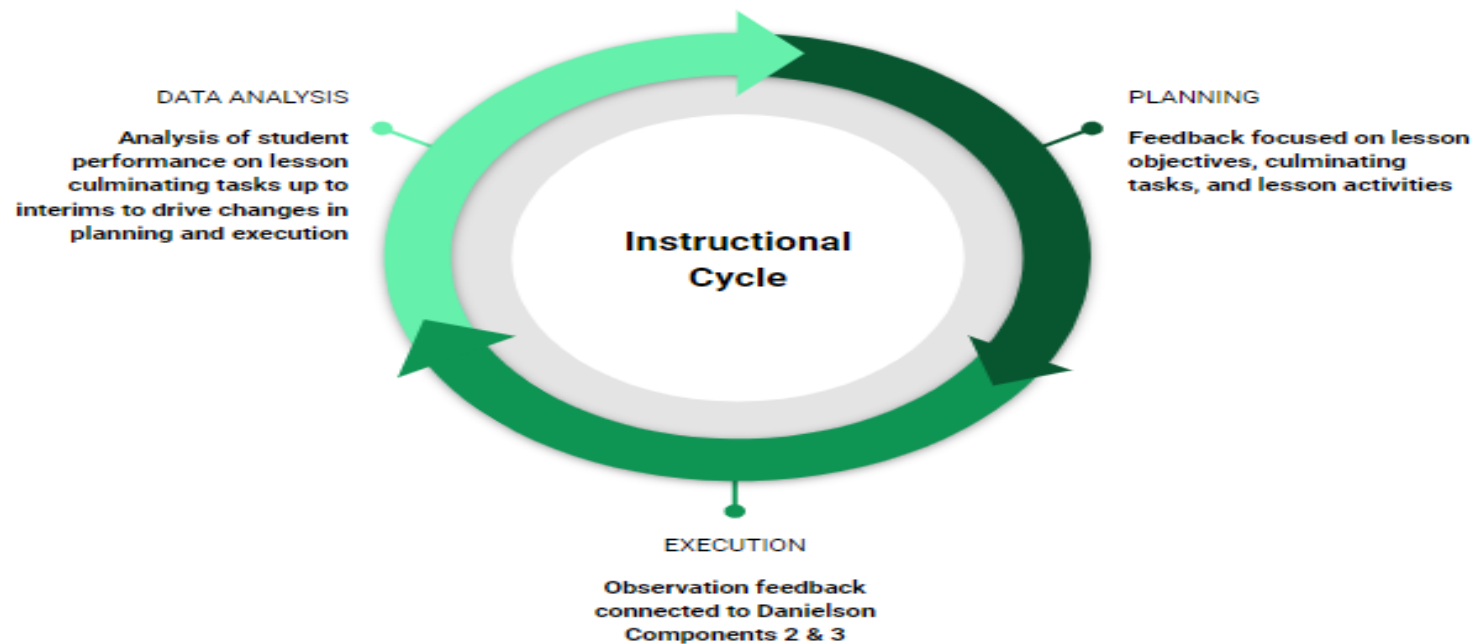
	Cultivating Positive Relationships	Re-Engaging Students	High Behavioral Expectations	Percentage of Misbehavior Addressed Above 50%	Objective	Text in Use	Implicit Vocab Strategies	Strategies for Student Cognitive Lift	Questioning to Explain or Challenge Thinking	Percentage of Students Intellectually Engaged Above 50%	Total Average
November											
Week of 10/30	92%	75%	75%	100%	50%	33%	67%	58%	58%	58%	67%
Week of 11/6	100%	90%	90%	90%	60%	10%	100%	80%	80%	70%	77%
Week of 11/13	83%	17%	67%	67%	83%	33%	50%	33%	17%	17%	47%
Week of 11/27	83%	33%	67%	67%	67%	33%	17%	50%	33%	50%	50%
Nov. Average	90%	54%	75%	81%	65%	27%	59%	55%	47%	49%	60%
December											
Week of 12/4	100%	67%	67%	78%	44%	44%	40%	67%	56%	67%	63%
Week of 12/11	100%	83%	83%	100%	67%	50%	50%	67%	50%	83%	73%
Dec. Average	100%	75%	75%	89%	56%	47%	45%	67%	53%	75%	68%
January											
Week of 1/3											
Week of 1/8	100%	63%	75%	75%	38%	13%	0%	88%	63%	63%	58%

## DLS X TFA (COACHING)

- Impacts planning and observation feedback
- DLS admin plus Teach for America coach
- Every teacher has a coach



# OVERALL PHILOSOPHY





QUESTIONS?