



# Hogan Preparatory Academy

## Hogan Preparatory Academy Board of Directors Meeting

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### Date and Time

Monday February 26, 2024 at 5:30 PM CST

### Location

Notice is hereby given that the Hogan Preparatory Academy Board will conduct a Board Meeting at 5:30 PM on Monday, February 26, 2024 at Hogan Preparatory Academy Main Office, at 1331 E Meyer Boulevard, Kansas City, MO.

### Join Zoom Meeting

<https://us02web.zoom.us/j/84984386791?pwd=ZVUvMjlFejlRQ3hUYnV5SEltOWg2QT09>

Meeting ID: 849 8438 6791

Passcode: 2LtnSs

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### One tap mobile

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+12532050468,,84984386791#,,, \*779350# US

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### Dial by your location

• +1 719 359 4580 US

• +1 253 205 0468 US

• +1 253 215 8782 US (Tacoma)

• +1 346 248 7799 US (Houston)

• +1 669 444 9171 US

• +1 669 900 6833 US (San Jose)

• +1 360 209 5623 US

• +1 386 347 5053 US

• +1 507 473 4847 US

• +1 564 217 2000 US

• +1 646 931 3860 US

• +1 689 278 1000 US

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- +1 929 205 6099 US (New York)
- +1 301 715 8592 US (Washington DC)
- +1 305 224 1968 US
- +1 309 205 3325 US
- +1 312 626 6799 US (Chicago)

Meeting ID: 849 8438 6791

Passcode: 779350

Find your local number: <https://us02web.zoom.us/j/kczDT5NXyZ>

## Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>5:30 PM</b>
Opening Items			
<b>A.</b> Record Attendance and Guests		Albert Ray	1 m
Quorum Established			
<b>B.</b> Call the Meeting to Order		Albert Ray	1 m
<b>C.</b> Adoption of Agenda	Vote	Albert Ray	1 m
<b>D.</b> Comments from Public		Albert Ray	1 m
<b>E.</b> Comments from the Board President		Albert Ray	5 m
<b>F.</b> Comments from the Executive Director		LaDonna Johnson	5 m
<b>II. Consent Agenda</b>			<b>5:44 PM</b>
<b>A.</b> Approve December 11, 2023 Minutes	Approve Minutes	Albert Ray	1 m
<b>B.</b> Approve December 20, 2023 Minutes	Approve Minutes	Albert Ray	1 m
<b>C.</b> Hogan HR Report	Vote	Albert Ray	1 m
<b>III. Academic Committee Report</b>			<b>5:47 PM</b>

	Purpose	Presenter	Time
<b>A.</b> HPA Academic Committee Report	Vote	Dr. Tamara Burns	10 m
<b>IV. Finance Committee</b>			<b>5:57 PM</b>
<b>A.</b> HPA Finance Committee Report	Vote	Eva Spilker	10 m
<b>B.</b> Approve Expenses	Vote	Albert Ray	1 m
<b>C.</b> Request for Proposal for Auditor	Vote	Eva Spilker & Albert Ray	5 m
<b>V. Old Business</b>			
<b>VI. New Business</b>			<b>6:13 PM</b>
<b>A.</b> Missouri Charter Public School Commission	Discuss	Dr. Annelise Thurber	5 m
<b>VII. Calendar</b>			<b>6:18 PM</b>
<b>A.</b> Upcoming Dates	Discuss	LaDonna Johnson	1 m
<ul style="list-style-type: none"> <li>• February 27th HPA MS Awards Night, 6pm</li> <li>• February 28th HPA HS Awards Night, 6pm</li> <li>• February 29th HPA ES Black History Program, 6pm</li> <li>• March 1st Staff Professional Development--No School for Scholars</li> <li>• March 22nd End of 3rd Quarter</li> <li>• March 25th-29th Spring Break--Schools and Offices are closed</li> </ul>			
<b>VIII. Closing Items</b>			<b>6:19 PM</b>
<b>A.</b> Motion to Go into Closed Session	Discuss	Albert Ray	60 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>			

	Purpose	Presenter	Time
<b>B.</b> Motion to Adjourn to General Session	Vote	Dr. Mary Viveros	5 m
<b>C.</b> Adjourn Meeting	Vote	Dr. Mary Viveros	1 m



# Coversheet

## Approve December 11, 2023 Minutes

**Section:** II. Consent Agenda  
**Item:** A. Approve December 11, 2023 Minutes  
**Purpose:** Approve Minutes  
**Submitted by:**  
**Related Material:**  
Minutes for Hogan Preparatory Academy Board of Directors Meeting on December 11, 2023

DRAFT



# Hogan Preparatory Academy

## Minutes

### Hogan Preparatory Academy Board of Directors Meeting

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#### Date and Time

Monday December 11, 2023 at 5:30 PM

#### Location

Notice is hereby given that the Hogan Preparatory Academy Board will conduct a Board Meeting at 5:30 PM on Monday, December 11, 2023 at Hogan Preparatory Academy Main Office, at 1331 E Meyer Boulevard, Kansas City, MO.

#### Join Zoom Meeting

<https://us02web.zoom.us/j/87188038822?pwd=WWhvRWYwQ3lGWmMrcDF1YkpNNE8zQT09>

Meeting ID: 871 8803 8822

Passcode: KgUH22

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• +1 669 444 9171 US

• +1 669 900 6833 US (San Jose)

• +1 719 359 4580 US

• +1 253 205 0468 US

• +1 253 215 8782 US (Tacoma)

• +1 507 473 4847 US

• +1 564 217 2000 US

• +1 646 931 3860 US

• +1 689 278 1000 US

• +1 929 205 6099 US (New York)

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- +1 305 224 1968 US
- +1 309 205 3325 US
- +1 312 626 6799 US (Chicago)
- +1 360 209 5623 US
- +1 386 347 5053 US

Meeting ID: 871 8803 8822

Passcode: 462383

Find your local number: <https://us02web.zoom.us/j/kqo8RrjqS>

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### Directors Present

Albert Ray (remote), Danielle Binion (remote), Erin Lenihan (remote), Natalie Lewis (remote)

### Directors Absent

*None*

### Guests Present

Adrienne Page (remote), Dana Cutler (remote), Dr. Annelise Thurber (remote), Dr. T. Greene (remote), Earl Phalen (remote), Eva Spilker (remote), Janice Thomas (remote), Krischawna Robinson (remote), LaDonna Johnson (remote), Mike Jones (remote), Phil Lascuola (remote), Shannon Thompkins (remote)

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## I. Opening Items

### A. Record Attendance and Guests

### B. Call the Meeting to Order

Albert Ray called a meeting of the board of directors of Hogan Preparatory Academy to order on Monday Dec 11, 2023 at 5:31 PM.

### C. Adoption of Agenda

Danielle Binion made a motion to Adopt the agenda.

Erin Lenihan seconded the motion.

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

#### Roll Call

Natalie Lewis    Aye

Albert Ray       Aye

Erin Lenihan     Aye

Danielle Binion   Aye

### D. Comments from Public

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

- Appreciate being at the buildings and tours
- Recognizes the successes
- Possible facilities adjustments

## **F. Comments from the Executive Director**

- PLA evaluation done in October, 2023; improvement seen in November, 2023
- Thanks to BOD for their support and feedback

Principal's reports were given by Mike Jones and Krischawana Robinson.

## **II. Consent Agenda**

### **A. Approve November 27, 2023 BOD minutes**

Danielle Binion made a motion to approve the minutes from Hogan Preparatory Academy Board Special Meeting on 11-27-23.

Natalie Lewis seconded the motion.

- Change to minutes to reflect Natalie Lewis was late and not absent.

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

#### **Roll Call**

Albert Ray      Aye  
Danielle Binion   Aye  
Erin Lenihan      Aye  
Natalie Lewis     Aye

### **B. Hogan HR Report**

Danielle Binion made a motion to Approve the HR report.

Erin Lenihan seconded the motion.

- Add date, title, years of experience and area of certification to report

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

#### **Roll Call**

Erin Lenihan      Aye  
Natalie Lewis     Aye  
Danielle Binion   Aye  
Albert Ray        Aye

## **III. Academic Committee Report**

### **A.**

### **Academic Committee Report**

Erin Lenihan made a motion to Approve the Academic Committee report.

Danielle Binion seconded the motion.

This is to include the SPED report.

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

#### **Roll Call**

Albert Ray      Aye

Erin Lenihan    Aye

Danielle Binion Aye

Natalie Lewis   Aye

## **IV. Finance Committee**

### **A. Finance Committee Report**

Danielle Binion made a motion to Approve the Finance Committee report.

Erin Lenihan seconded the motion.

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

#### **Roll Call**

Albert Ray      Aye

Danielle Binion Aye

Erin Lenihan    Aye

Natalie Lewis   Aye

### **B. Approve November Expenses**

Natalie Lewis made a motion to Approve November Expenses.

Erin Lenihan seconded the motion.

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

#### **Roll Call**

Danielle Binion Aye

Erin Lenihan    Aye

Albert Ray      Aye

Natalie Lewis   Aye

## **V. Governance Committee Report**

### **A. HPA BOD Policies**

Natalie Lewis made a motion to Approve the BOD policy 1721.

Danielle Binion seconded the motion.

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

#### **Roll Call**

Albert Ray      Aye

Natalie Lewis   Aye

**Roll Call**

Erin Lenihan Aye

Danielle Binion Aye

Natalie Lewis made a motion to Approve the BOD policy 2605.

Erin Lenihan seconded the motion.

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

**Roll Call**

Albert Ray Aye

Danielle Binion No

Erin Lenihan Aye

Natalie Lewis Aye

HPA BOD 1431 to be tabled.

**VI. Closing Items**

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

**B. Motion to Adjourn to General Session**

**C. Adjourn Meeting**

Danielle Binion made a motion to Adjourn Meeting.

Natalie Lewis seconded the motion.

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

**Roll Call**

Albert Ray Aye

Erin Lenihan Aye

Natalie Lewis Aye

Danielle Binion Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:10 PM.

Respectfully Submitted,

Albert Ray

# Coversheet

## Approve December 20, 2023 Minutes

**Section:** II. Consent Agenda  
**Item:** B. Approve December 20, 2023 Minutes  
**Purpose:** Approve Minutes  
**Submitted by:**  
**Related Material:**  
Minutes for Hogan Preparatory Academy Board Special Meeting on December 20, 2023

DRAFT



# Hogan Preparatory Academy

## Minutes

### Hogan Preparatory Academy Board Special Meeting

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#### Date and Time

Wednesday December 20, 2023 at 1:00 PM

#### Location

Notice is hereby given that the Hogan Preparatory Academy Board will conduct a virtual Special Board Meeting at 1:00 PM on Wednesday, December 20, 2023 at Hogan Preparatory Academy Main Office, at 1331 E Meyer Boulevard, Kansas City, MO.

#### Join Zoom Meeting

<https://us02web.zoom.us/j/86891903096?pwd=cVI5elAzc3czWU5zUXQrY3FtRDd3QT09>

Meeting ID: 868 9190 3096

Passcode: Rb5gM6

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+19292056099,,86891903096#,,, \*078452# US (New York)

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#### Dial by your location

• +1 312 626 6799 US (Chicago)

• +1 346 248 7799 US (Houston)

Meeting ID: 868 9190 3096

Passcode: 078452

Find your local number: <https://us02web.zoom.us/j/86891903096?pwd=cVI5elAzc3czWU5zUXQrY3FtRDd3QT09>

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#### Directors Present



Albert Ray (remote), Danielle Binion (remote), Erin Lenihan (remote)

### **Directors Absent**

Natalie Lewis

### **Guests Present**

Annelise Thurber (remote), Jamie Berry (remote), Janice Thomas (remote), Jim Torte (remote),  
emphalen@summeradvantage.org (remote), espilker@phalenacademies.org (remote)

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## **I. Opening Items**

### **A. Record Attendance and Guests**

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

Albert Ray called a meeting of the board of directors of Hogan Preparatory Academy to order on Wednesday Dec 20, 2023 at 1:00 PM.

### **C. Adoption of Agenda**

Danielle Binion made a motion to Adopt the agenda.

Albert Ray seconded the motion.

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

#### **Roll Call**

Erin Lenihan	Aye
Natalie Lewis	Absent
Danielle Binion	Aye
Albert Ray	Aye

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

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

### **F. Comments from the Executive Director**

## **II. New Business**

### **A. 2023 Financial Audit**

Albert Ray made a motion to Approve the 2023 audit.

Danielle Binion seconded the motion.

- Jamie Berry presented the highlights of the audit
  - No instances of noncompliance

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

**Roll Call**

Danielle Binion	Aye
Albert Ray	Aye
Erin Lenihan	Aye
Natalie Lewis	Absent

**III. Closing Items**

**A. Adjourn Meeting**

Danielle Binion made a motion to Adjourn the meeting.

Albert Ray seconded the motion.

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

**Roll Call**

Natalie Lewis	Absent
Erin Lenihan	Aye
Albert Ray	Aye
Danielle Binion	Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 1:45 PM.

Respectfully Submitted,  
Albert Ray

# Coversheet

## Hogan HR Report

<b>Section:</b>	II. Consent Agenda
<b>Item:</b>	C. Hogan HR Report
<b>Purpose:</b>	Vote
<b>Submitted by:</b>	
<b>Related Material:</b>	February 2024 Board - HR Report.pdf

First Name	Last Name	Position	Effective Date	Location
Anthony	Sherrils	Teacher Assistant	2/1/2024	Elementary
Johny	Veda	5th Grade Teacher	2/5/2024	Elementary
Paulie	Cacccamise	Teacher	3/4/2024	Elementary
Lara	Jorge	Science Teacher	3/4/2024	Middle

# Coversheet

## HPA Academic Committee Report

<b>Section:</b>	III. Academic Committee Report
<b>Item:</b>	A. HPA Academic Committee Report
<b>Purpose:</b>	Vote
<b>Submitted by:</b>	
<b>Related Material:</b>	1. Academic Board Report.pdf 1. Academic Committee and February Board Presentation .pdf



**ITEM:** February Academic Board Report

**Purpose:** Vote

**Submitted by:** Tamara Burns

**Related Material:** [PowerPoint Presentation](#)

**BACKGROUND:** This report will share an update from the Special Education team and the State of Academics Report for Hogan Preparatory Academy as it relates to the 2023 MAP State Assessment data and the Middle of the Year NWEA assessment scores.

## Academic Committee Board Report

**Date and Time:** Wednesday, February 21, 2024

**Committee Members Present:** Dr. Danielle Binion (remote), Mrs. LaDonna Johnson (remote), Dr. Tamikia Greene (remote), Dr. Tamara Burns (remote), Mrs. Jan Thomas (remote)

**Committee Members Absent:** Mr. Albert Ray and Mrs. Natalie Lewis

**Guest Present:** None

### Opening Items

- |  |                 |
|--|-----------------|
| A. Record Attendance   | Tamara Burns    |
| B. Call the Meeting to Order                                 | Danielle Binion |
| ○ Director Binion called the meeting into session at 1:42 PM |                 |

### Special Education Updates

- The Special Education Department is on the move!
- A School Psychologist has joined the SPED team.
- Weekly compliance checks are now in place.
- One-on-one meetings are being held with the elementary school SPED team to support the staff. Many of the teachers are new to the profession or new to SPED.
- The Corrective Action Plan from DESE is in progress. Artifacts are due on March 1st.



- There were 37 indicators which needed to be corrected, but some of those were related to students who are no longer at Hogan Prep. Therefore, there are now 27 indicators with artifacts due on March 1st.
- At the board meeting, Dr. Greene will provide a status update on the completion rate of those tasks.

### **State of Academics: Hogan Prep**

The State holds districts accountable for student achievement with the ultimate goal of each student graduating ready for success in college, career, and life. This report examines Hogan Preparatory Academy's APR score from the State and performance standards especially those related to Academic Achievement and Growth.

#### **Highlights**

- Hogan Preparatory Academy is currently ranked as one of the lowest performing charter schools in the Kansas City metropolitan area.
- We have a higher number of proficient/advanced students in ELA than Math and Science.
- Math continues to be our lowest performing area out of all tested subjects.

### **Middle of the Year- NWEA Data**

#### **Highlights**

- ELA outperformed Math in terms of percentage of students who met the national benchmark (50th percentile) and percentage of students who met growth goals.
- ELA and Math achievement declined from the Fall beginning of the year test across all three schools.
- Students with IEPs scored lower than all students in both ELA and Math.

The [PowerPoint presentation](#) provides additional data related to the percentage of students who scored Proficient and Advanced on the 2023 State Assessments, Map Performance Index scores, and student performances on the middle of the year NWEA assessments.

#### **Next Steps:**

- 1) Conduct an instructional walkthrough with school leaders to calibrate observation data using Look Fors and Coaching Cycle indicators. Which teachers need support and more touches? Schedule observations and track coaching cycle to progress monitor support of identified teachers- Completed



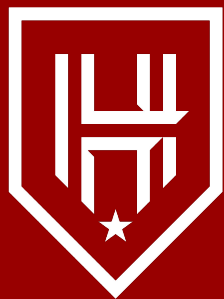
- 2) Work with school leaders and instructional coaches to create MOY intervention groups/ watch list based on most recent data. Schedule time to work with teachers in PLCs- In Progress
- 3) Develop a scholar attendance plan in collaboration with school leaders. If students are not at school, they cannot learn- In Progress
- 4) Launch State Assessments and EOY NWEA campaigns. Plan with principals on what incentives can be put in place around these assessments, test prep, and small group instruction, and etc- In Progress

**Meeting was adjourned at 2:20 PM**





# Hogan Preparatory Academy



## DO AMAZING

HOGAN PREF ACADEMY



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# HPA All Staff Professional Development

February 16, 2024



Dr. Tamara Burns  
PLA Regional Director

# Hogan Prep Academy: Ranking

Kansas City Charter Schools Annual Performance Reports (APR) -- 2023		
Year	LEA Name	Pct Pts Ernd
2023	Acadmie Lafayette	87.3%
2023	Frontier	86.3%
2023	Ewing Marion Kauffman School	82.9%
2023	Allen Village	82.6%
2023	University Academy	82.4%
2023	Lee A. Tolbert Academy	77.8%
2023	Scuola Vita Nuova	71.6%
2023	KC International Academy	70.2%
2023	Citizen of the World Charter	70.0%
State Accreditation – 70% APR and Above		
2023	KC International Academy	66.7%
2023	Guadalupe Center Schools	69.6%
2023	Brookside	68.0%
2023	Kansas City Public Schools	66.6%
2023	Kansas City Girls Prep Academy	66.2%
2023	Academy of Integrated Arts	65.6%
2023	Crossroads	63.7%
2023	KIPP: Endeavor Academy	62.2%
2023	Genesis	62.0%
2023	Hope Leadership	59.5%
2023	<b>Hogan Preparatory Academy</b>	<b>49.3%</b>
2023	Gordon Parks	39.7%
2023	De La Salle (Dropout Recovery HS)	28.5%

**2023 MSIP6 District/Charter APR Summary Report - Public****Final****HOGAN PREPARATORY ACADEMY (048904)**[Link to District/Charter website](#)**2023 MSIP 6 Annual Performance Report (APR)****Year 2**

The 2023 APR includes points for both performance and continuous improvement standards.

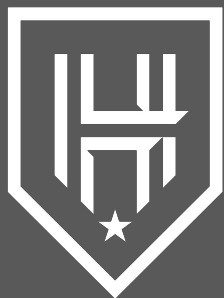
	Points Possible	Points Earned	% Points Earned
Performance:	138.0	45.7	33.1%
Continuous Improvement:	52.0	48.0	92.3%
Totals:	190.0	93.7	49.3%

[Link to 2023 APR Supporting Data Report](#)**2022 MSIP 6 Annual Performance Report (APR)****Year 1 Pilot**

State law prohibits the State Board of Education from lowering the classification of an LEA when implementing new standards for purposes of accreditation. The 2022 APR includes points for both performance and continuous improvement standards.

	Points Possible	Points Earned	% Points Earned
Performance:	128.0	42.7	33.4%
Continuous Improvement:	52.0	46.0	88.5%
Totals:	180.0	88.7	49.2%

# Academic Committee Report



1. 2023 MAP Data
2. MOY NWEA Data
3. NWEA Awards



# Missouri School Improvement Program (MSIP 6)

## MSIP6

MSIP 6 is the State's Accountability System for reviewing & accrediting public schools.



## Our Expectations

our values in action

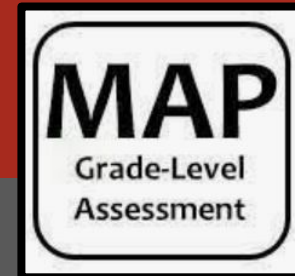
It outline expectations for student achievement.



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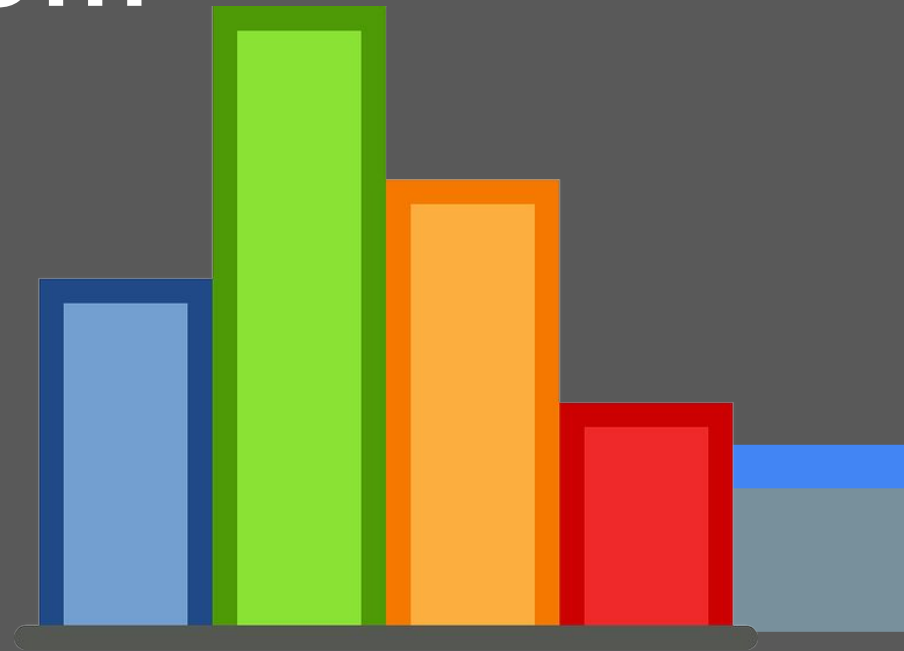
The MAP and EOC assessments are a part of the MSIP 6 program. DESE provides data to schools each year from these STATE Assessments and more.



# Keep it Simple!!!

## Two Major Ways the State Tracks Academic Achievement Data.

1. Percentage of Students in the Top Two Tiers
2. MAP Performance Index Scores (MPI Scores)



# Percentage of Students in Top Two Tiers



The State will look at the percentage of students a school has in the Proficient and Advanced categories as one metric.





# Hogan Prep Academy: % in Proficient & Advanced in ELA

<b>MAP Assessments 3-6th Grades</b>	<b>MAP Assessments 7-8th Grade</b>	<b>English II EOC</b>
<b>11.3%</b>	<b>3.9%</b>	<b>19.8%</b>

**Total: 11.7%**



# Hogan Prep Academy: % in Proficient & Advanced in Math

<b>MAP Assessments 3-6th Grades</b>	<b>MAP Assessments 7-8th Grade</b>	<b>Algebra EOC</b>
<b>3.2%</b>	<b>0.8%</b>	<b>0.0%</b>

**Total: 1.3%**



# Hogan Prep Academy: % in Proficient & Advanced in Science

<b>MAP Assessments 5th Grades</b>	<b>MAP Assessments 8th Grade</b>	<b>Biology EOC</b>
<b>2.1%</b>	<b>1.4%</b>	<b>3.1%</b>

**Total: 2.2%**

# MAP Performance Index (MPI)

Scale	Achievement Levels
500	Advanced
400	Proficient
300	Basic
200s to 299	Below Basic
100	



# Hogan Prep Academy: MPI Score- ELA

MAP Assessments 3-6th Grades	MAP Assessments 7-8th Grade	English II EOC
305.6	290.5	351.5

**Total MPI: 311.3**



# Hogan Prep Academy: MPI Score- Math

MAP Assessments 3-6th Grades	MAP Assessments 7-8th Grade	Algebra EOC
247.1	252.2	282.2

**Total MPI: 257.1**



# Hogan Prep Academy: MPI- Science

MAP Assessments 5th Grades	MAP Assessments 8th Grade	Biology EOC
273.8	276.7	294.5

**Total MPI: 282.4**



# Hogan Prep Academy: MPI- Social Studies

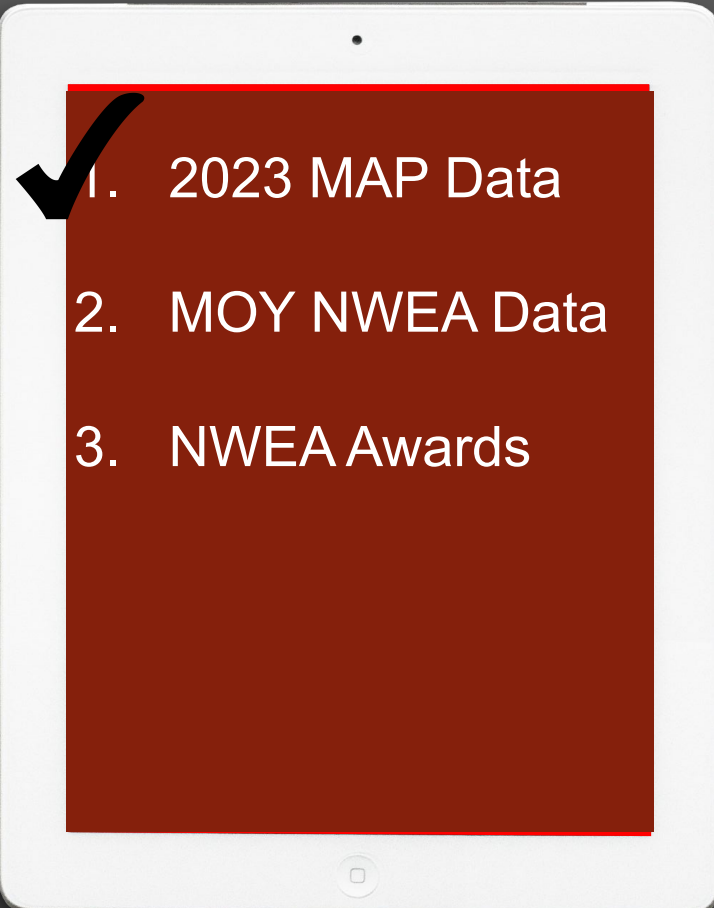
**HS EOC:** American Government

**Overall MPI:** **339.3**



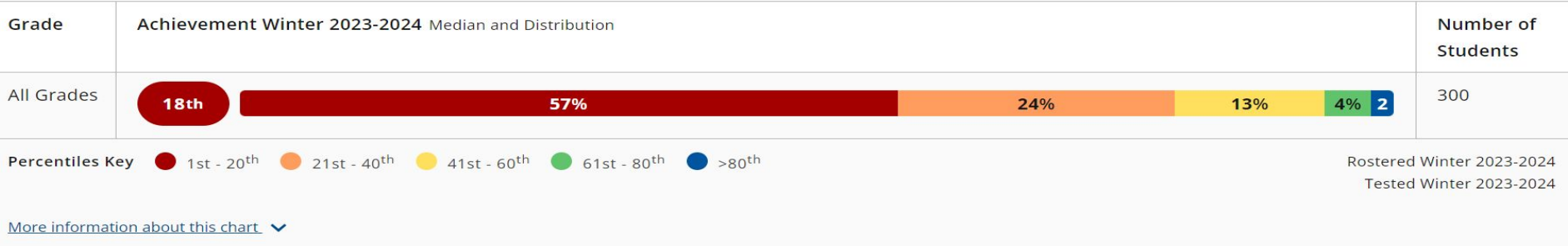
# Academic Committee Report



- 
- A white tablet is shown at an angle. The screen is a solid dark red color. On the left side of the screen, there is a large white checkmark. To the right of the checkmark is a list of three items in white text.
1. 2023 MAP Data
  2. MOY NWEA Data
  3. NWEA Awards

Achievement Overview

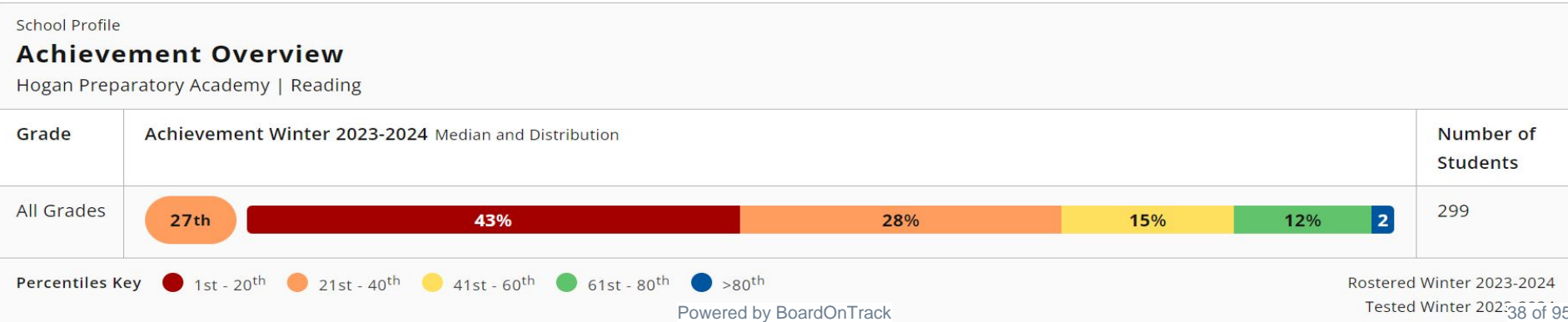
Hogan Preparatory Academy | Math K-12

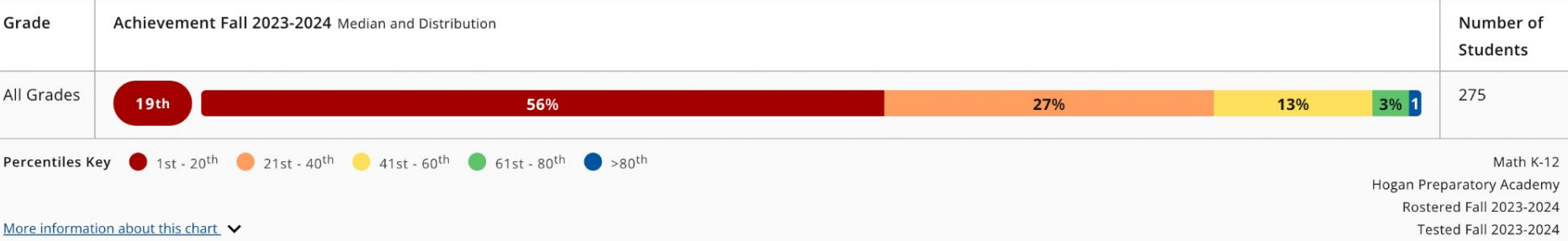


Math

HOGAN PREPARATORY ACADEMY 9-12

Reading





Math

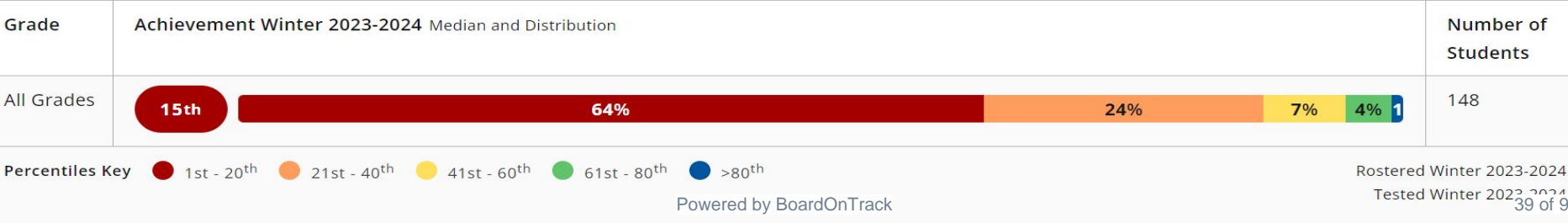
HOGAN PREPARATORY ACADEMY 7-8

Reading

School Profile

Achievement Overview

Hogan Preparatory Middle School | Reading



# Achievement Overview

Hogan Preparatory Elementary | Math K-12

Grade	Achievement Winter 2023-2024 Median and Distribution	Number of Students
All Grades	<div><div>12th</div><div><div>63%</div><div>19%</div><div>12%</div><div>5%</div><div>1</div></div></div>	382

Math

HOGAN PREPARATORY ELEMENTARY K-6

Reading

School Profile

Achievement Overview

Hogan Preparatory Elementary | Reading

Grade	Achievement Winter 2023-2024 Median and Distribution	Number of Students
All Grades	<div><div>18th</div><div><div>54%</div><div>25%</div><div>12%</div><div>7%</div><div>2</div></div></div>	382

## ■ Major Trends

- ELA outperformed Math in terms of percentage of students who met the national benchmark (50th percentile) and percentage of students who met growth goals.
- **ELA and Math achievement declined from the Fall across all three schools.**

## ■ Strong Performances

- Kindergarten, 9th grade, 10th grade and 12th grade outperformed the school average in ELA; Kindergarten, 1st grade, 2nd grade, 3rd grade, 10th grade, and 12th grade outperformed the school average in Math.
- 5th grade, 6th grade, 8th grade, 9th grade, 10th grade, 11th grade and 12th grade outperformed the school's growth in ELA; 7th grade, 8th grade, 9th grade, 10th grade, and 12th grade outperformed the school's growth in Math.

## ■ Concerns

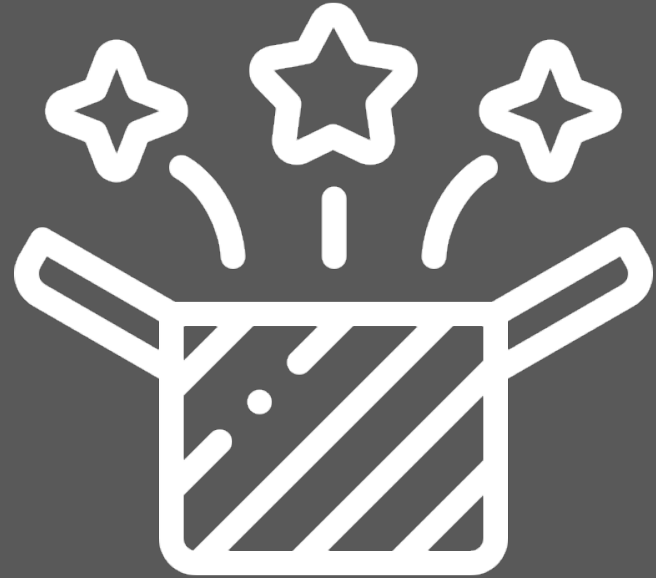
- Students with IEPs scored lower than all students in both ELA and Math.
- 2nd grade had lower achievement and growth than other grades in ELA; 3rd grade had lower achievement in ELA and lower growth in ELA and math than other grades. 5th grade had lower achievement and growth in Math than other grades.

# Academic Committee Report



- 
- A white tablet is shown with a red rectangular area on its screen. Inside this area is a white list with three items. The first two items are preceded by large black checkmarks, indicating they are completed. The third item is not checked.
- ✓ 1. 2023 MAP Data
  - ✓ 2. MOY NWEA Data
  - 3. NWEA Awards

# MOY NWEA Awards

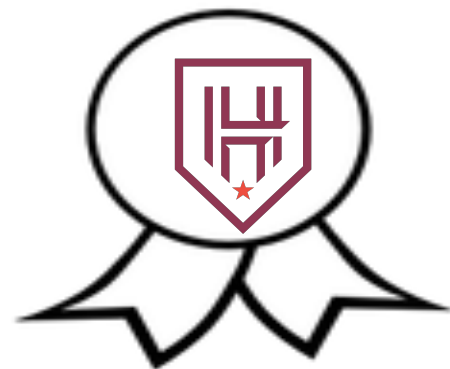


# Certificate



**Clinton Wise**

*Highest % of students  
in Proficient and  
Advanced*

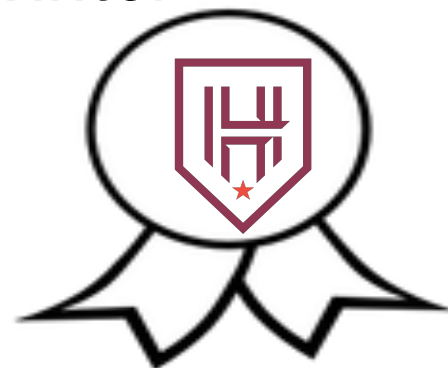




# Certificate



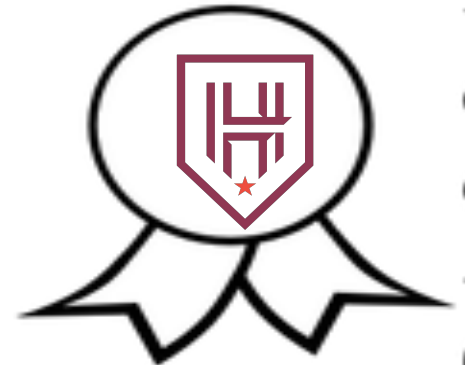
**Chelsea Dahlstrom**  
*Most Growth on NWEA  
from Fall to Winter*



# Certificate



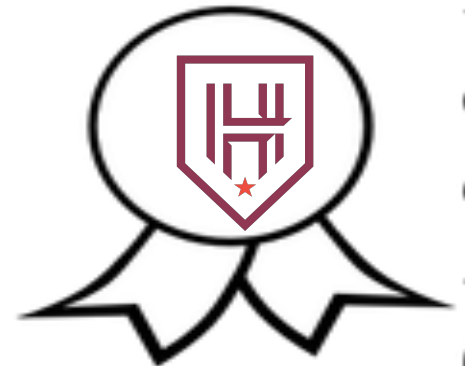
**Morgan Wiley**  
*Highest % of students  
in Proficient and  
Advanced*



# Certificate



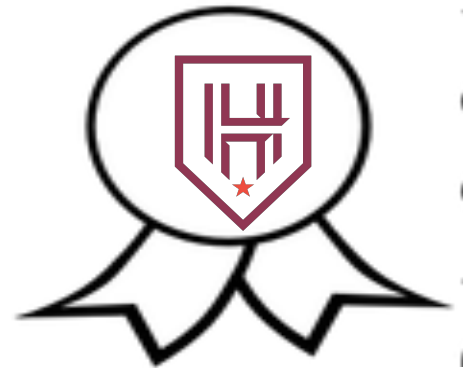
**Autumn Rose**  
*Highest % of students  
in Proficient and  
Advanced*



# Certificate



**Georgia Schrader**  
*Most Growth on NWEA  
from Fall to Winter*



# What will be our Ranking for 2024?

Kansas City Charter Schools Annual Performance Reports (APR) -- 2023		
Year	LEA Name	Pct Pts Ernd
2023	Acadmie Lafayette	87.3%
2023	Frontier	86.3%
2023	Ewing Marion Kauffman School	82.9%
2023	Allen Village	82.6%
2023	University Academy	82.4%
2023	Lee A. Tolbert Academy	77.8%
2023	Scuola Vita Nuova	71.6%
2023	KC International Academy	70.2%
2023	Citizen of the World Charter	70.0%
State Accreditation – 70% APR and Above		
2023	KC International Academy	66.7%
2023	Guadalupe Center Schools	69.6%
2023	Brookside	68.0%
2023	Kansas City Public Schools	66.6%
2023	Kansas City Girls Prep Academy	66.2%
2023	Academy of Integrated Arts	65.6%
2023	Crossroads	63.7%
2023	KIPP: Endeavor Academy	62.2%
2023	Genesis	62.0%
2023	Hope Leadership	59.5%
2023	<b>Hogan Preparatory Academy</b>	<b>49.3%</b>
2023	Gordon Parks	39.7%
2023	De La Salle (Dropout Recovery HS)	28.5%

# Next Steps.



- 1) Conduct an instructional walkthrough with school leaders to calibrate observation data using Look Fors and Coaching Cycle indicators. Which teachers need support and touches? Schedule observations and track Coaching cycle to identify trends and next steps to support identified teachers. - Completed
- 2) Work with school leaders and instructional coaches to create MOY intervention groups/ watch list based on most recent data. Schedule time to work with teachers in PLCs.- In Progress
- 3) Develop a scholar attendance plan in collaboration with school leaders. If scholars are not at school, they cannot learn.- In Progress
- 4) Launch State Assessments and EOY NWEA campaigns. Plan with principals on what incentives can we put in place around these assessments, test prep, and small group instruction, and etc.- In Progress





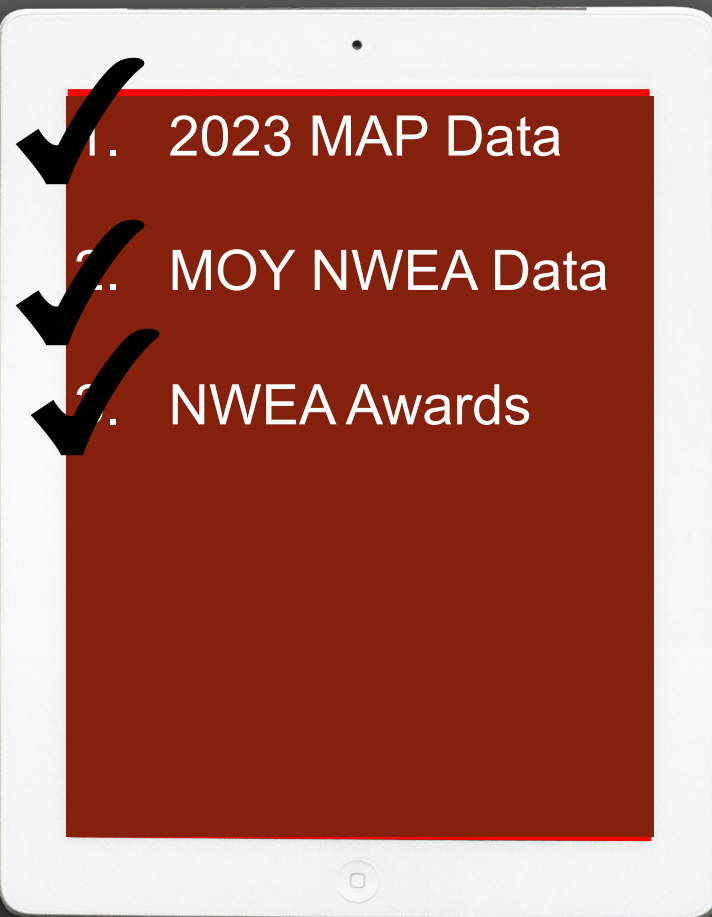
# #OurStudentsMatter



**Hogan Preparatory  
Academy**



# Academic Committee Report





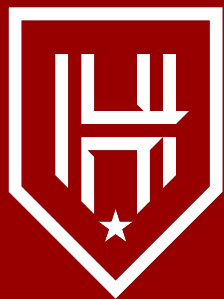
# State of LEA: Academics



Dr. Tamara Burns  
PLA Regional Director



# Hogan Preparatory Academy



## DO AMAZING

HOGAN PREF ACADEMY



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# Coversheet

## HPA Finance Committee Report

<b>Section:</b>	IV. Finance Committee
<b>Item:</b>	A. HPA Finance Committee Report
<b>Purpose:</b>	Vote
<b>Submitted by:</b>	
<b>Related Material:</b>	HP - Monthly Presentation - December 2023.pdf HP - Supplemental Report - December 2023.xlsx HP - Monthly Presentation - January 2024FINAL.pdf



# December 2023 Financials

PREPARED JAN'24 BY



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

# Executive Summary

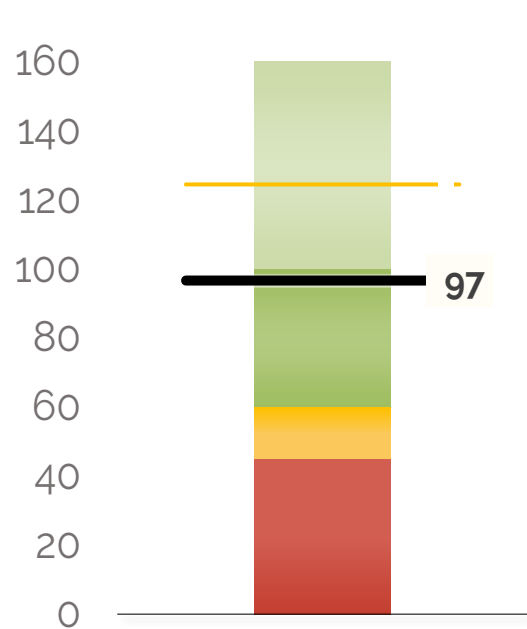


- HPA closes out 2023 with a projected YE cash balance of \$5.57M, \$1.6M below the original budget. Days of cash is projected at 97 Days, well above the sponsor's requirement.
- Revenue – this year revenue has been impacted by lower-than-expected enrollment and attendance. We are using the prior year WADA (as allowed by DESE) to help offset some of this shortfall.
- Expenses – as of 12/31/23, expenses are forecast to come in about \$26k above budget. However, with a few changes, we should be able to bring this back in line by year end.
- Net Income – the full year net income project is (\$5,135,435). This deficit will come out of the school's cash reserves.

# Key Performance Indicators

## Days of Cash

Cash balance at year-end divided by average daily expenses

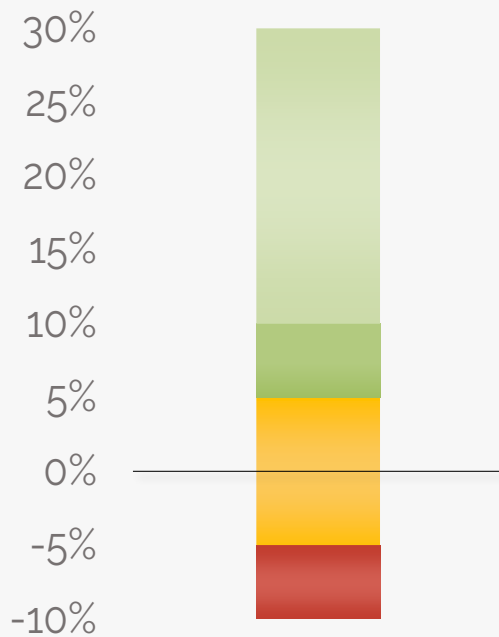


### 97 DAYS OF CASH AT YEAR'S END

The school will end the year with 97 days of cash. This is above the recommended 60 days

## Gross Margin

Revenue less expenses, divided by revenue

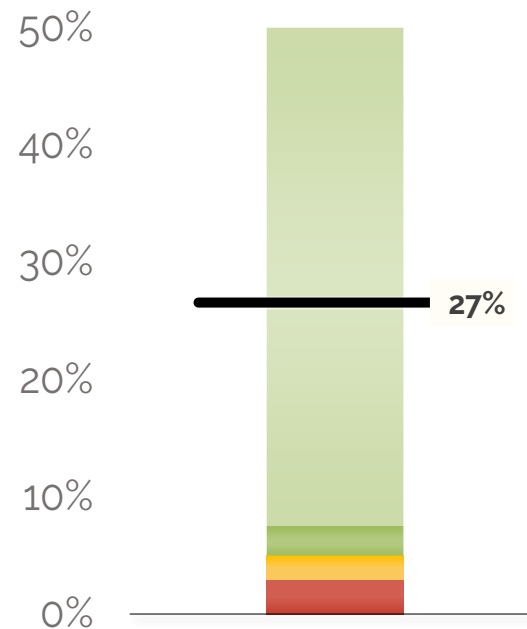


### -32.3% GROSS MARGIN

The forecasted net income is -\$5.1m, which is \$1.6m below the budget. It yields a -32.3% gross margin.

## Fund Balance %

Forecasted Ending Fund Balance / Total Expenses

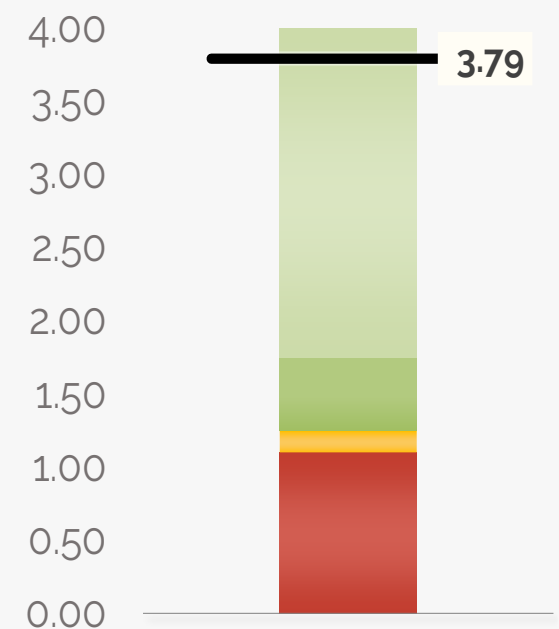


### 26.56% AT YEAR'S END

The school is projected to end the year with a fund balance of \$5,589,711. Last year's fund balance was \$10,725,056.

## DSCR

Amount of cash flow available to meet annual interest and principal payments on debt



### DSCR IS 3.79

Debt Service Coverage Ratio is defined by the school's bank covenants.



# Forecast Overview



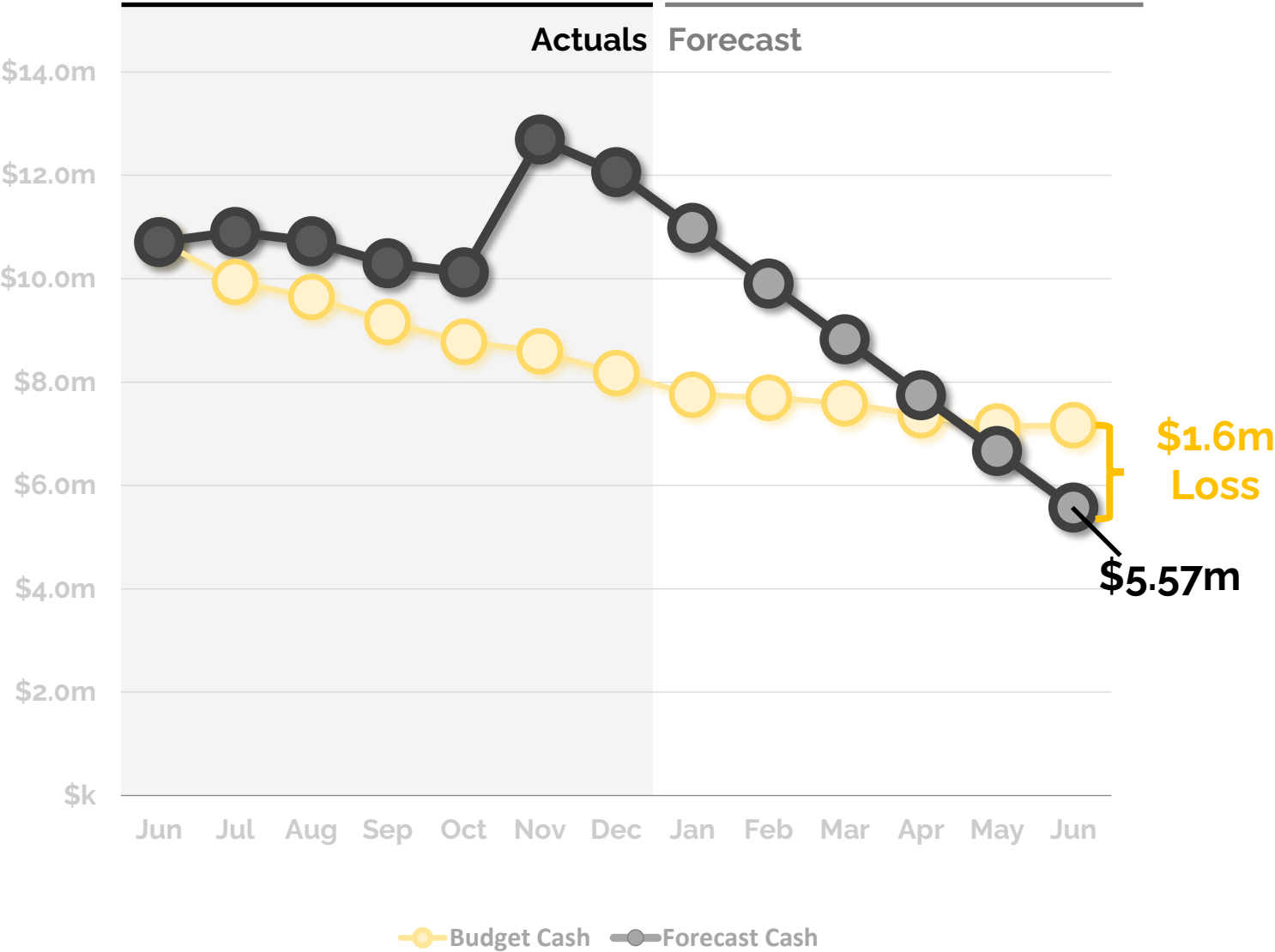
	Forecast	Budget	Variance	Variance Graphic	Comments
Revenue	\$15.9m	\$17.4m	-\$1.5m		<Enter data here>
Expenses	\$21m	\$21m	-\$26k		<Enter data here>
Net Income	-\$5.1m	-\$3.6m	-\$1.6m		
Cash Flow Adjustments	-0	0	-0		<Enter data here>
Change in Cash	-\$5.1m	-\$3.6m	-\$1.6m		



# Cash Forecast

## 97 Days of Cash at year's end

We forecast the school's year ending cash balance as **\$5.6m**, **\$1.6m** below budget.



	Actual	Budget	Variance	Forecast	Budget	Variance	Remaining
Revenue							
Local Revenue	705,023	606,310	98,713	1,234,545	1,212,621	21,924	529,522
State Revenue	7,255,577	5,691,667	1,563,909	10,928,407	12,532,413	(1,604,006)	3,672,831
Federal Revenue	719,157	1,438,627	(719,470)	3,255,019	3,218,230	36,789	2,535,862
Private Grants and Donations	27,703	75,000	(47,297)	150,000	150,000	0	122,297
Earned Fees	66,407	133,052	(66,645)	341,653	332,630	9,023	275,246
Total Revenue	8,773,866	7,944,656	829,210	15,909,623	17,445,894	(1,536,270) ①	7,135,757
Expenses							
Salaries	3,140,530	3,160,326	19,796	6,216,505	6,320,652	104,147	3,075,975
Benefits and Taxes	821,501	922,037	100,535	1,673,857	1,844,073	170,216	852,355
Staff-Related Costs	23,528	47,438	23,910	96,875	94,875	(2,000)	73,347
Rent	-	16,667	16,667	33,334	33,334	(0)	33,334
Occupancy Service	883,049	635,361	(247,688)	1,272,396	1,270,722	(1,674)	389,347
Student Expense, Direct	563,962	831,384	267,422	1,714,437	1,662,767	(51,669)	1,150,475
Student Expense, Food	186,196	555,405	369,209	1,110,810	1,110,810	0	924,614
Office & Business Expense	1,240,964	2,076,446	835,482	4,184,721	4,152,892	(31,829)	2,943,756
Transportation	239,833	475,632	235,799	982,404	951,265	(31,139)	742,571
Total Ordinary Expenses	7,099,563	8,720,695	1,621,132	17,285,338	17,441,391	156,053	10,185,775
Interest	262,252	42,117	(220,135)	266,477	84,233	(182,243)	4,225
Facility Improvements	56,121	1,746,577	1,690,456	3,493,154	3,493,154	0	3,437,033
Total Extraordinary Expenses	318,373	1,788,694	1,470,321	3,759,630	3,577,387	(182,243)	3,441,258
Total Expenses	7,417,936	10,509,389	3,091,453	21,044,968	21,018,778	(26,190) ②	13,627,033
Net Income	1,355,930	(2,564,733)	3,920,664	(5,135,345)	(3,572,884)	(1,562,460) ③	(6,491,275)
Cash Flow Adjustments	(876)	-	(876)	(0)	-	(0) ④	876
Change in Cash	1,355,054	(2,564,733)	3,919,787	(5,135,345)	(3,572,884)	(1,562,460) ⑤	(6,490,399)

**① REVENUE: \$1.5M BEHIND**

Due to lower-than-expected enrollment

**② EXPENSES: \$26K BEHIND**

Slight overages in some expense categories can likely be mitigated by moving funds from other expense categories where we are below budget.

**③ NET INCOME: \$1.6M behind****④ CASH ADJ:\$0K BEHIND****⑤ NET CHANGE IN CASH: \$1.6M BEHIND**

Income Statement	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	TOTAL
Revenue													
Local Revenue	214,626	41,800	113,114	112,607	129,133	93,742	88,254	88,254	88,254	88,254	88,254	88,254	1,234,545
State Revenue	923,510	892,452	907,991	914,386	3,543,253	73,984	612,138	612,138	612,138	612,138	612,138	612,138	10,928,407
Federal Revenue	16,099	16,858	28,145	0	302,165	355,890	422,644	422,644	422,644	422,644	422,644	422,644	3,255,019
Private Grants and Donations	1,000	0	0	26,603	100	0	20,383	20,383	20,383	20,383	20,383	20,383	150,000
Earned Fees	1,950	0	3,467	7,061	53,929	0	45,874	45,874	45,874	45,874	45,874	45,874	341,653
Total Revenue	1,157,185	951,111	1,052,717	1,060,656	4,028,581	523,616	1,189,293	1,189,293	1,189,293	1,189,293	1,189,293	1,189,293	15,909,623
Expenses													
Salaries	389,577	487,543	698,533	506,162	537,667	521,047	509,729	509,729	509,729	509,729	509,729	527,329	6,216,505
Benefits and Taxes	114,968	140,507	141,796	140,119	144,908	139,203	141,765	141,765	141,765	141,765	141,765	143,528	1,673,857
Staff-Related Costs	4,718	6,500	216	932	8,162	3,000	12,225	12,225	12,225	12,225	12,225	12,225	96,875
Rent	0	0	0	0	0	0	5,556	5,556	5,556	5,556	5,556	5,556	33,334
Occupancy Service	139,943	151,650	102,901	173,939	127,252	187,365	64,891	64,891	64,891	64,891	64,891	64,891	1,272,396
Student Expense, Direct	84,740	107,256	109,531	122,714	80,969	58,753	191,746	191,746	191,746	191,746	191,746	191,746	1,714,437
Student Expense, Food	863	0	0	29,194	76,512	79,627	154,102	154,102	154,102	154,102	154,102	154,102	1,110,810
Office & Business Expense	210,905	237,824	384,892	237,190	102,064	68,089	490,626	490,626	490,626	490,626	490,626	490,626	4,184,721
Transportation	4,265	1,500	12,928	31,376	109,814	79,950	123,762	123,762	123,762	123,762	123,762	123,762	982,404
Total Ordinary Expenses	949,978	1,132,780	1,450,798	1,241,625	1,187,348	1,137,034	1,694,402	1,694,402	1,694,402	1,694,402	1,694,402	1,713,765	17,285,338
Operating Income	207,206	-181,669	-398,081	-180,969	2,841,233	-613,418	-505,109	-505,109	-505,109	-505,109	-505,109	-524,472	-1,375,714
Extraordinary Expenses													
Interest	7,019	7,019	7,019	7,019	231,859	2,315	704	704	704	704	704	704	266,477
Facility Improvements	0	560	1,350	6,663	29,200	18,348	572,839	572,839	572,839	572,839	572,839	572,839	3,493,154
Total Extraordinary Expenses	7,019	7,579	8,369	13,682	261,059	20,663	573,543	573,543	573,543	573,543	573,543	573,543	3,759,630
Total Expenses	956,998	1,140,359	1,459,167	1,255,308	1,448,407	1,157,697	2,267,945	2,267,945	2,267,945	2,267,945	2,267,945	2,287,308	21,044,968
Net Income	200,187	-189,248	-406,450	-194,651	2,580,174	-634,081	-1,078,652	-1,078,652	-1,078,652	-1,078,652	-1,078,652	-1,098,015	-5,135,345
Cash Flow Adjustments	-1,788	9,359	-19,437	19,077	-11,186	3,099	146	146	146	146	146	146	0
Change in Cash	198,399	-179,889	-425,887	-175,575	2,568,988	-630,982	-1,078,506	-1,078,506	-1,078,506	-1,078,506	-1,078,506	-1,097,869	-5,135,345
Ending Cash	10,905,607	10,725,718	10,299,831	10,124,256	12,666,214	12,035,232	10,983,756	9,905,250	8,826,744	7,748,238	6,669,732	5,571,863	

	<i>Previous Year End</i>	<i>Current</i>	<i>Year End</i>
<b>Assets</b>			
Current Assets			
Cash	10,707,208	12,062,262	5,571,863
Total Current Assets	10,707,208	12,062,262	5,571,863
<b>Total Assets</b>	<b>10,707,208</b>	<b>12,062,262</b>	<b>5,571,863</b>
<b>Liabilities and Equity</b>			
<b>Liabilities</b>			
Current Liabilities			
Other Current Liabilities	-17,847	-18,724	-17,847
Total Current Liabilities	-17,847	-18,724	-17,847
Total Long-Term Liabilities	0	0	
<b>Total Liabilities</b>	<b>-17,847</b>	<b>-18,724</b>	<b>-17,847</b>
<b>Equity</b>			
Unrestricted Net Assets	10,725,056	10,725,056	10,725,056
Net Income	0	1,355,930	-5,135,345
<b>Total Equity</b>	<b>10,725,056</b>	<b>12,080,986</b>	<b>5,589,711</b>
<b>Total Liabilities and Equity</b>	<b>10,707,208</b>	<b>12,062,262</b>	<b>5,571,863</b>



# QUESTIONS?

Please contact your EdOps Finance Team:

Jamie Berry

[jamie@ed-ops.com](mailto:jamie@ed-ops.com)

816-444-1530

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## Notice

The following file is attached to this PDF. You will need to open this packet in an application that supports attachments to pdf files, e.g. [Adobe Reader](#):

HP - Supplemental Report - December 2023.xlsx

**HOGAN**  
PREP ACADEMY



# January 2024 Financials

PREPARED **FEB'24** BY



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



# Executive Summary

- HPA ends 01/24 with a projected YE cash balance of \$7M, \$134k below the original budget.
  - Note: this includes a \$1.5M 'reserve' for a potential legal settlement payout. Should that not occur, the \$1.5M would return to the bottom-line, greatly improving our YE cash balance.
- Revenue: As noted previously, State revenue is \$1.6M less than anticipated due to actual vs. budgeted enrollment and attendance. Total revenue is projected at \$1.5M as a result of using prior year WADA.
- Expenses:
  - We are currently showing total expenses coming in \$1.4M under budget for the full year. However, we have a few expense categories which need to have their full year forecast revised. These categories (janitorial services, security, electricity, and a few others) are running way ahead of budget.

# Executive Summary

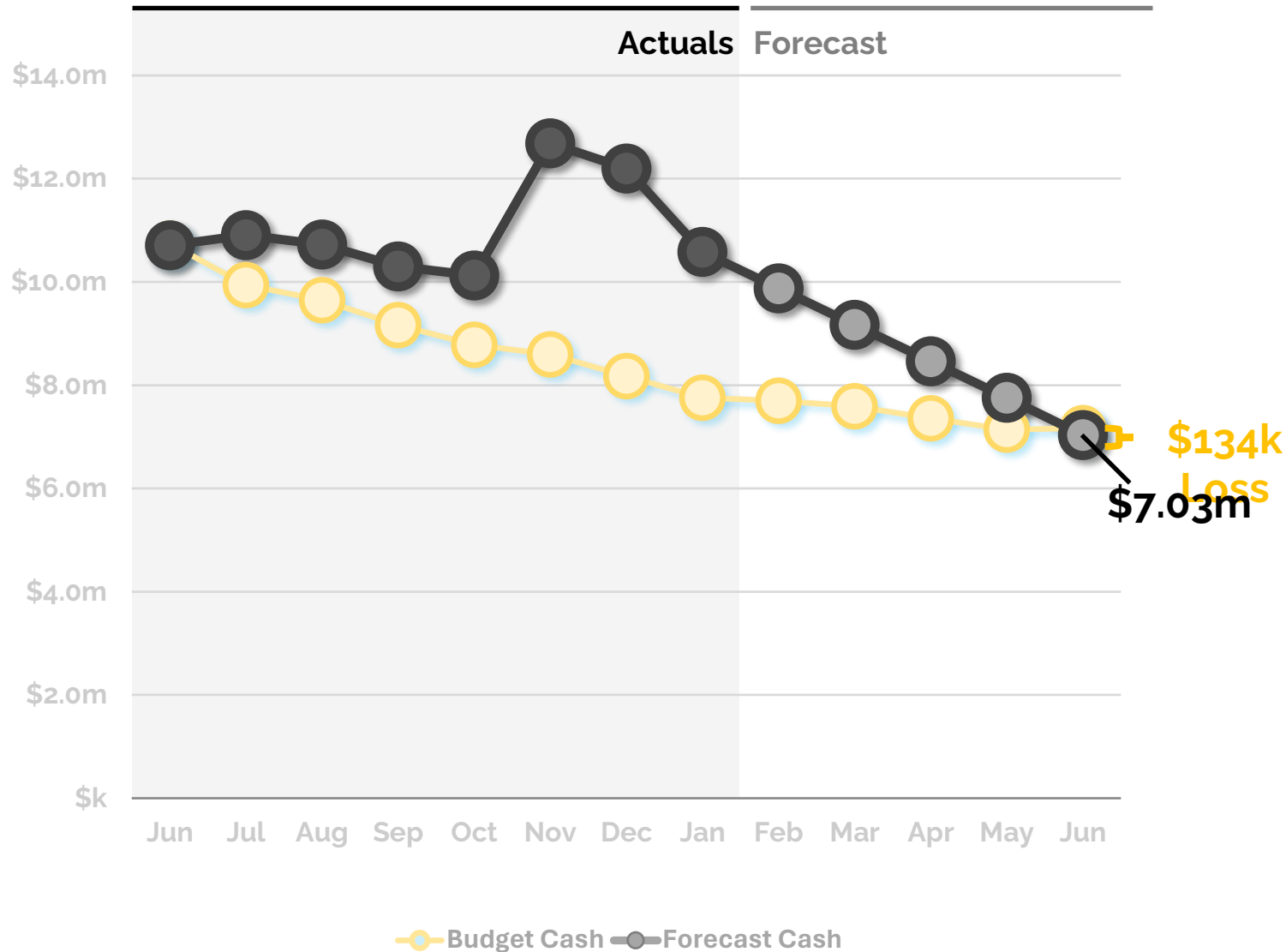
- **Expenses:**
  - The Phalen/HPA/EdOps team met earlier this month and are currently doing a complete expense review to see if there are excess funds in some expense categories which can be re-allocated to cover those areas where we are over.
  - Using this information, we will be doing a full year forecast update with the 02/24 financials to be presented in March. At that time, we will also provide a summary of the major changes impacting the revised year end outlook.

# Cash Forecast

## 131 Days of Cash at year's end

We forecast the school's year ending cash balance as **\$7m**, **\$134k** below budget.

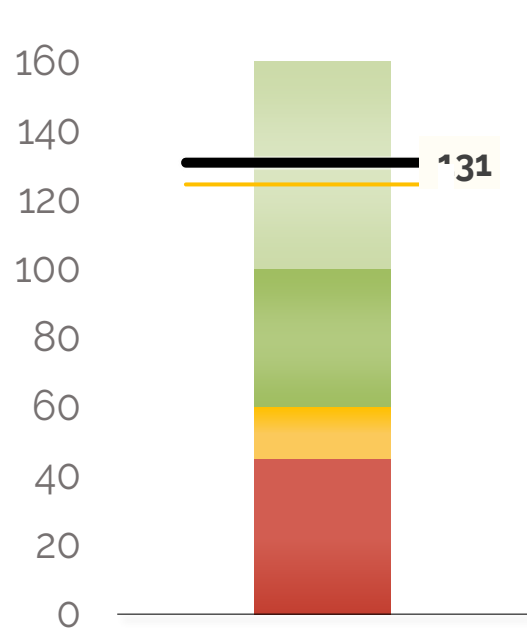
Note: If we do not spend the \$1.5M set aside for a potential legal settlement, YE cash will increase to \$8.53M.



# Key Performance Indicators

## Days of Cash

Cash balance at year-end divided by average daily expenses

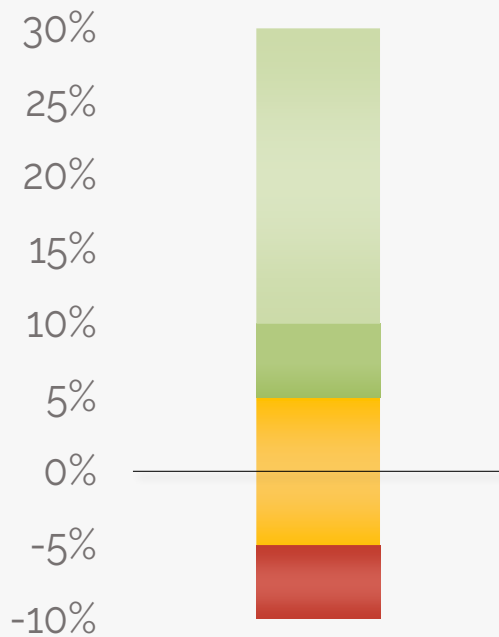


### 131 DAYS OF CASH AT YEAR'S END

The school will end the year with 131 days of cash. This is above the recommended 60 days

## Gross Margin

Revenue less expenses, divided by revenue

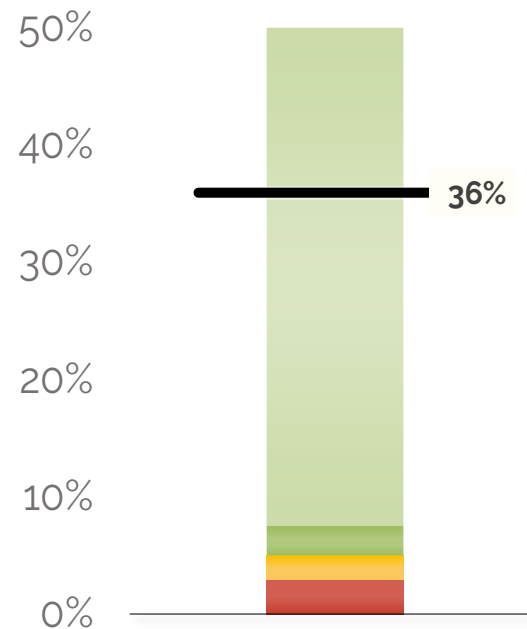


### -23.0% GROSS MARGIN

The forecasted net income is -\$3.7m, which is \$100k below the budget. It yields a -23.0% gross margin.

## Fund Balance %

Forecasted Ending Fund Balance / Total Expenses

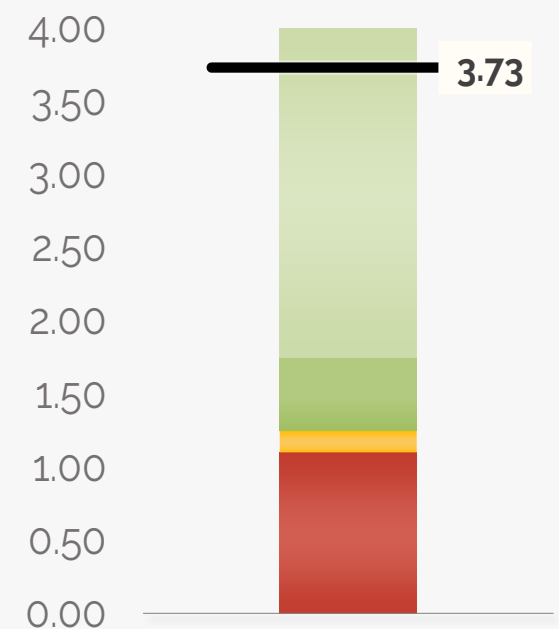


### 35.93% AT YEAR'S END

The school is projected to end the year with a fund balance of \$7,051,881. Last year's fund balance was \$10,725,056.

## DSCR

Amount of cash flow available to meet annual interest and principal payments on debt



### DSCR IS 3.73

Debt Service Coverage Ratio is defined by the school's bank covenants.

# Forecast Overview



	Forecast	Budget	Variance	Variance Graphic	Comments
Revenue	\$16m	\$17.4m	-\$1.5m		Due to lower than budgeted enrollment and attendance, offset, somewhat, by use of prior year WADA.
Expenses	\$19.6m	\$21m	\$1.4m		Represents a correction made for KLS loan repayment which had been double stated on the original budget.
Net Income	-\$3.7m	-\$3.6m	-\$100k		
Cash Flow Adjustments	0	0	0		
Change in Cash	-\$3.7m	-\$3.6m	-\$100k		

	Actual	Budget	Variance	Forecast	Budget	Variance	Remaining
Revenue							
Local Revenue	805,235	691,194	114,041	1,238,369	1,212,621	25,748	433,134
State Revenue	7,331,386	6,582,824	748,562	10,940,169	12,532,413	(1,592,244)	3,608,783
Federal Revenue	785,274	1,714,977	(929,703)	3,254,435	3,218,230	36,205	2,469,161
Private Grants and Donations	180,953	120,000	60,953	180,953	150,000	30,953	-
Earned Fees	67,048	166,315	(99,267)	341,653	332,630	9,023	274,605
Total Revenue	9,169,896	9,275,311	(105,414)	15,955,578	17,445,894	(1,490,315) ①	6,785,682
Expenses							
Salaries	3,636,584	3,687,047	50,463	6,223,597	6,320,652	97,055	2,587,013
Benefits and Taxes	993,308	1,075,709	82,402	1,748,180	1,844,073	95,893	754,872
Staff-Related Costs	27,079	55,344	28,264	89,875	94,875	5,000	62,795
Rent	-	19,445	19,445	33,334	33,334	0	33,334
Occupancy Service	1,013,211	741,255	(271,956)	1,299,527	1,270,722	(28,805)	286,316
Student Expense, Direct	774,865	969,948	195,083	1,719,857	1,662,767	(57,090)	944,992
Student Expense, Food	252,226	647,973	395,747	1,110,810	1,110,810	0	858,584
Office & Business Expense	1,607,787	2,422,520	814,734	4,030,480	4,152,892	122,412	2,422,694
Transportation	432,674	554,905	122,230	951,265	951,265	(0)	518,591
Total Ordinary Expenses	8,737,733	10,174,145	1,436,412	17,206,925	17,441,391	234,466	8,469,192
Interest	489,406	49,136	(440,270)	493,624	84,233	(409,391)	4,218
Facility Improvements	85,461	2,037,673	1,952,212	1,928,204	3,493,154	1,564,950	1,842,743
Total Extraordinary Expenses	574,867	2,086,809	1,511,943	2,421,828	3,577,387	1,155,560	1,846,961
Total Expenses	9,312,599	12,260,954	2,948,355	19,628,753	21,018,778	1,390,025 ②	10,316,153
Net Income	(142,703)	(2,985,643)	2,842,940	(3,673,174)	(3,572,884)	(100,290) ③	(3,530,471)
Cash Flow Adjustments	15,390	-	15,390	0	-	0 ④	(15,390)
Change in Cash	(127,313)	(2,985,643)	2,858,330	Powered by BoardOnTrack, Inc. (3,572,884)	(100,290) ⑤	(3,545,861)	

**① REVENUE: \$1.5M BEHIND**

Lower than budgeted enrollment and attendance, offset by use of prior year WADA.

**② EXPENSES: \$1.4M AHEAD**

Adjustment to extraordinary expenses for KLS loan repayment which had been double-counted in original budget.

**③ NET INCOME: \$100K behind****④ CASH ADJ:\$0K AHEAD****⑤ NET CHANGE IN CASH: \$100K BEHIND**

Income Statement	Actual							Forecast					TOTAL
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	
Revenue													
Local Revenue	214,626	41,800	113,114	112,607	129,133	93,742	100,212	86,627	86,627	86,627	86,627	86,627	1,238,369
State Revenue	923,510	892,452	907,991	914,386	3,543,253	73,984	75,810	721,757	721,757	721,757	721,757	721,757	10,940,169
Federal Revenue	16,099	16,858	28,145	0	302,165	355,890	66,117	493,832	493,832	493,832	493,832	493,832	3,254,435
Private Grants and Donations	1,000	0	0	26,603	3,350	150,000	0	0	0	0	0	0	180,953
Earned Fees	1,950	0	3,467	7,061	53,929	0	641	54,921	54,921	54,921	54,921	54,921	341,653
Total Revenue	1,157,185	951,111	1,052,717	1,060,656	4,031,831	673,616	242,780	1,357,136	1,357,136	1,357,136	1,357,136	1,357,136	15,955,578
Expenses													
Salaries	389,577	487,543	698,533	506,162	537,667	521,047	496,054	513,883	513,883	513,883	513,883	531,483	6,223,597
Benefits and Taxes	114,968	140,507	141,796	140,119	144,908	139,203	171,806	150,622	150,622	150,622	150,622	152,385	1,748,180
Staff-Related Costs	4,718	6,500	216	932	8,215	3,270	3,229	12,559	12,559	12,559	12,559	12,559	89,875
Rent	0	0	0	0	0	0	0	6,667	6,667	6,667	6,667	6,667	33,334
Occupancy Service	111,443	151,650	102,901	173,939	127,694	187,724	157,860	57,263	57,263	57,263	57,263	57,263	1,299,527
Student Expense, Direct	84,040	107,256	109,531	122,714	89,985	59,579	201,760	188,998	188,998	188,998	188,998	188,998	1,719,857
Student Expense, Food	863	0	0	29,194	76,512	79,627	66,030	171,717	171,717	171,717	171,717	171,717	1,110,810
Office & Business Expense	210,905	237,824	384,892	237,190	105,483	72,741	358,751	484,539	484,539	484,539	484,539	484,539	4,030,480
Transportation	4,265	1,500	12,928	31,376	109,814	79,950	192,841	103,718	103,718	103,718	103,718	103,718	951,265
Total Ordinary Expenses	920,778	1,132,780	1,450,798	1,241,625	1,200,279	1,143,141	1,648,331	1,689,966	1,689,966	1,689,966	1,689,966	1,709,329	17,206,925
Operating Income	236,406	-181,669	-398,081	-180,969	2,831,552	-469,525	-1,405,551	-332,829	-332,829	-332,829	-332,829	-352,192	-1,251,347
Extraordinary Expenses													
Interest	7,019	7,019	7,019	7,019	231,859	2,315	227,154	844	844	844	844	844	493,624
Facility Improvements	29,200	560	1,350	6,663	29,200	18,348	140	368,549	368,549	368,549	368,549	368,549	1,928,204
Total Extraordinary Expenses	36,219	7,579	8,369	13,682	261,059	20,663	227,294	369,392	369,392	369,392	369,392	369,392	2,421,828
Total Expenses	956,998	1,140,359	1,459,167	1,255,308	1,461,338	1,163,804	1,875,626	2,059,358	2,059,358	2,059,358	2,059,358	2,078,721	19,628,753
Net Income	200,187	-189,248	-406,450	-194,651	2,570,493	-490,188	-1,632,845	-702,222	-702,222	-702,222	-702,222	-721,585	-3,673,174
Cash Flow Adjustments	-1,788	9,359	-19,437	19,077	-11,186	3,099	16,266	-3,078	-3,078	-3,078	-3,078	-3,078	0
Change in Cash	198,399	-179,889	-425,887	-175,575	2,559,307	-487,089	-1,616,579	-705,300	-705,300	-705,300	-705,300	-724,663	-3,673,174
Ending Cash	10,905,607	10,725,718	10,299,831	10,124,256	12,680,566	12,193,474	10,579,895	9,874,595	9,169,296	8,463,996	7,758,696	7,034,034	

	Previous Year End	Current	Year End
<b>Assets</b>			
Current Assets			
Cash	10,707,208	10,579,895	7,034,034
Total Current Assets	10,707,208	10,579,895	7,034,034
<b>Total Assets</b>	<b>10,707,208</b>	<b>10,579,895</b>	<b>7,034,034</b>
<b>Liabilities and Equity</b>			
<b>Liabilities</b>			
Current Liabilities			
Other Current Liabilities	-17,847	-2,458	-17,847
Total Current Liabilities	-17,847	-2,458	-17,847
Total Long-Term Liabilities	0	0	
<b>Total Liabilities</b>	<b>-17,847</b>	<b>-2,458</b>	<b>-17,847</b>
<b>Equity</b>			
Unrestricted Net Assets	10,725,056	10,725,056	10,725,056
Net Income	0	-142,703	-3,673,174
<b>Total Equity</b>	<b>10,725,056</b>	<b>10,582,352</b>	<b>7,051,881</b>
<b>Total Liabilities and Equity</b>	<b>10,707,208</b>	<b>10,579,895</b>	<b>7,034,034</b>





# QUESTIONS?

Please contact your EdOps Finance Team:

Jamie Berry

[jamie@ed-ops.com](mailto:jamie@ed-ops.com)

816-444-1530

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# Coversheet

## Approve Expenses

<b>Section:</b>	IV. Finance Committee
<b>Item:</b>	B. Approve Expenses
<b>Purpose:</b>	Vote
<b>Submitted by:</b>	
<b>Related Material:</b>	2023.12 HPA Outstanding Checks Report.pdf 2024.01 HPA Outstanding Checks Report.pdf 2024.01 HPA Accounts Payable - Anybill.pdf



# Outstanding Checks Report

As of 1/4/2024

Hogan Preparatory Academy

CLIENT NAME:		Hogan Preparatory Academy		REPORT DATE: 1/4/2024 11:37:06 AM ET			
DAYS OUTSTANDING:		More than 30					
PAYMENT TYPE:		All					
Check #	Payee	Vendor Account #	Amount	Payment Type	Date	Days Old	Tax Return Code
81227800	LIDDLES SPORT SHOP	Hogan Preparatory Academy	\$19,853.80	Check	8/28/2023	129	
81385221	Tatiana Plowman	Hogan Preparatory Academy	\$160.00	Check	9/21/2023	105	
81711327	JOSE FIESTAS RENTAL	Hogan Preparatory Academy	\$200.00	Check	11/15/2023	50	
81711330	Sporting Field + Athletics	Hogan Preparatory Academy	\$300.00	Check	11/15/2023	50	
81836056	Missouri Western State University	Hogan Preparatory Academy	\$1,110.00	Check	11/24/2023	41	
81836411	THERA FIT, LLC	Hogan Preparatory Academy	\$2,340.00	Check	11/24/2023	41	
81871272	Lance Zeno	Hogan Preparatory Academy	\$2,957.50	Check	12/4/2023	31	
Total:			\$26,921.30				



# Outstanding Checks Report

As of 2/2/2024

Hogan Preparatory Academy

CLIENT NAME:		Hogan Preparatory Academy		REPORT DATE: 2/2/2024 9:40:11 AM ET			
DAYS OUTSTANDING:		More than 30					
PAYMENT TYPE:		All					
Check #	Payee	Vendor Account #	Amount	Payment Type	Date	Days Old	Tax Return Code
81836056	Missouri Western State University	Hogan Preparatory Academy	\$1,110.00	Check	11/24/2023	70	
81883957	Spire	1211140287	\$621.06	Check	12/7/2023	57	
82076198	Family Support Payment Center	Hogan Preparatory Academy	\$652.50	Check	12/26/2023	38	
82076202	Lessons Learned Tutoring, LLC	Hogan Prep Academy	\$1,950.00	Check	12/26/2023	38	
82076205	MAV Holdings, LLC	Hogan Preparatory Academy	\$675.50	Check	12/26/2023	38	
82085594	Family Support Payment Center	Hogan Preparatory Academy	\$702.50	Check	12/28/2023	36	
<b>Total:</b>			<b>\$5,711.56</b>				



# Accounts Payable

As of 1/31/2024

Hogan Preparatory Academy

PAYEE: ALL			STATUS: -- All --					REPORT DATE: 2/2/2024 9:38:57 AM ET			
GL CODE: ALL											
Invoice #	Incur Date	Invoice Date	Status	Check Date	Check or Trans. #	Payee/Account	GL code	Amount	Memo	Amount	
6756999	1/1/2024	6/4/2023	Paid	2/1/2024	8238712 2	Voyager Sopris Learning 2234180	10 1111 6411 6910  4 40001 000	\$757.90	Math Bundle	\$757.90	
11906273	10/1/2023	6/29/2023	On Hold			First Student 2053615	10 2551 6341 0100  3 00000 000	\$28,422.40	Transportation - June Summer School	\$28,422.40	
1025	7/1/2023	7/1/2023	On Hold			SSKC Educational Support Hogan Preparatory Academy	10 2542 6333 6910  3 00000 000	\$16,666.67	ES Rent	\$16,666.67	
20230823-732.26	9/1/2023	8/23/2023	On Hold			AT&T 816 A68-0701 502 4	10 2542 6361 0100  3 00000 000	\$28,878.90	AT&T Phone Service	\$28,878.90	
UP28054	1/1/2024	12/18/2023	Paid	2/1/2024	8238712 1	Union Press Hogan Preparatory Academy	10 1411 6411 6910  3 00000 904	\$128.16	t-shirts	\$384.40	
							10 1411 6411 3945  3 00000 904	\$128.12	t-shirts		
							10 1411 6411 1935  3 00000 904	\$128.12	t-shirts		
20240102-385.82	1/2/2024	1/2/2024	Paid	2/1/2024	8238712 9	KANSAS CITY WATER SERVICES 000818962 0387577 9	10 2542 6335 1935  3 00000 000	\$385.82	Water - 1221 E Meyer	\$385.82	
INV12000 1	1/2/2024	1/2/2024	Funds Transferring			SPEDTRACK Hogan Preparatory Academy	10 1221 6411 6910  4 44100 000	\$1,980.00	SPED Track	\$5,940.00	
							10 1221 6411 3945  4 44100 000	\$1,980.00	SPED Track		
							10 1221 6411 1935  4 44100 000	\$1,980.00	SPED Track		
20240104-183.89	1/4/2024	1/4/2024	Paid	2/1/2024	8238712 8	KANSAS CITY WATER SERVICES 000177521 0189307 2	10 2542 6335 0100  3 00000 000	\$183.89	Water - 2803 E 51st St	\$183.89	

Invoice #	Incur Date	Invoice Date	Status	Check Date	Check or Trans. #	Payee/Account	GL code	Amount	Memo	Amount
7326761-4858-6	1/4/2024	1/4/2024	Paid	2/1/2024	82387253	WASTE MANAGEMENT 5-29563-76662	10 2542 6336 1935 3 00000 000	\$771.57	Trash Svc - 1221 Meyer	\$771.57
7328758-4858-0	1/4/2024	1/4/2024	Paid	2/1/2024	82387254	WASTE MANAGEMENT 5-30197-16667	10 2542 6336 6910 3 00000 000	\$748.28	Trash Svc - 6409 Agnes	\$748.28
50327950	1/5/2024	1/5/2024	Paid	2/1/2024	82387125	Quality Mechanical Hogan Preparatory Academy	10 2542 6319 6910 3 00000 000	\$357.50	Cooler Repairs	\$357.50
9953444608	1/5/2024	1/5/2024	Paid	2/1/2024	82387255	VERIZON WIRELESS 242405645-00001	10 2542 6361 0100 3 00000 000	\$480.64		\$480.64
20240109-4713.94	1/9/2024	1/9/2024	Paid	2/1/2024	82387126	EVERGY 1817966410	10 2542 6481 6910 3 00000 000	\$4,713.94	Electricity - 6409 Agnes	\$4,713.94
INV00006	1/10/2024	1/10/2024	Funds Transferring			Juanda R. Watson, LPC-A Hogan Preparatory Academy	10 2113 6319 1935 3 00000 000	\$3,750.00	School Counselor Consultant	\$3,750.00
13542	1/11/2024	1/11/2024	Funds Transferring			ASSET SERVICES, INC. Hogan Preparatory Academy	10 2321 6319 0100 3 00000 000	\$1,882.50	Asset Inventory	\$1,882.50
2324-023	1/11/2024	1/11/2024	Funds Transferring			Kansas City Public SCHOOL FOOD & NUTRITION SERVICE Hogan Preparatory Academy	10 2563 6391 0100 3 00000 000	\$41,977.50	Food Service - January 2024	\$41,977.50
2015	1/18/2024	1/18/2024	Paid	2/1/2024	82387327	ALL BEVERAGE CONTROL, INC. Hogan Preparatory Academy	10 2542 6319 1935 3 00000 000	\$245.00	Ice Machine - repair	\$245.00
13554	1/22/2024	1/22/2024	Funds Transferring			ASSET SERVICES, INC. Hogan Preparatory Academy	10 2321 6319 0100 3 00000 000	\$941.25	Asset Inventory	\$941.25
20240122-120.00	1/22/2024	1/22/2024	Paid	2/1/2024	82387327	ALL BEVERAGE CONTROL, INC. Hogan Preparatory Academy	10 2542 6411 1935 3 00000 000	\$120.00	Ice Machine Rental	\$120.00
24.0115.45	1/22/2024	1/22/2024	Paid	2/1/2024	82387123	Global Psychological Hogan Preparatory Academy	10 1221 6319 6910 3 12210 000	\$1,266.35	SPED Services	\$1,881.00
							10 1221 6319 3945 3 12210 000	\$614.65	SPED Services	

Invoice #	Incur Date	Invoice Date	Status	Check Date	Check or Trans. #	Payee/Account	GL code	Amount	Memo	Amount
20240123-52.84	1/23/2024	1/23/2024	Paid	2/1/2024	82387127	KANSAS CITY WATER SERVICES 000177521 01893060	10 2542 6335 0100  3 00000 000	\$52.84	Water - 2803 E 51st St	\$52.84
86333	1/23/2024	1/23/2024	Paid	2/1/2024	82387124	Hi-Gene&#39;s Janitorial Services Hogan Preparatory Academy	10 2542 6331 0100  4 42200 000	\$1,975.00	Janitorial Services	\$1,975.00
9358	1/23/2024	1/23/2024	Paid	2/1/2024	82387252	MID AMERICA LOCKSMITHS, LLC Hogan Preparatory Academy	10 2542 6332 6910  3 00000 000	\$373.70		\$373.70
Feb 2024	1/25/2024	1/25/2024	Funds Transferring			MUTUAL OF OMAHA Hogan Preparatory Academy	10 2159 0000 0000  0 00000 000	\$4,084.18	Feb 2024	\$4,084.18
1.30.2024	1/26/2024	1/26/2024	Funds Transferring			Family Support Payment Center Hogan Preparatory Academy	10 2161 0000 0000  0 00000 000	\$702.50	GARN DB,KO 1.30.24	\$702.50
1.30.2024	1/26/2024	1/26/2024	Funds Transferring			Kansas Payment Center Hogan Preparatory Academy	10 2161 0000 0000  0 00000 000	\$489.00	Garn BC, DB, KO 1.30.24	\$489.00
3281132061	1/26/2024	1/26/2024	Funds Transferring			UNIFIRST CORPORATION 1512134	10 2542 6331 0100  3 00000 000	\$109.06	Mats - HS Meyer	\$109.06
INV00492024	1/26/2024	1/26/2024	Funds Transferring			Elite Protection Services LLC Middle School (1221 Meyer)	10 2546 6319 3945  3 00000 000	\$6,192.00	Security - 1221 Meyer	\$6,192.00
INV00502024	1/26/2024	1/26/2024	Funds Transferring			Elite Protection Services LLC Middle School (1221 Meyer)	10 2546 6319 3945  3 00000 000	\$2,432.00	Security - 1221 Meyer	\$2,432.00
INV00512024	1/26/2024	1/26/2024	Funds Transferring			Elite Protection Services LLC Elementary (6409 Agnes)	10 2546 6319 6910  3 00000 000	\$3,648.00	Security - 6409 Agnes	\$3,648.00
115103	1/31/2024	1/31/2024	Funds Transferring			Industry Specific Solutions MS - 1331 Meyer	10 1131 6391 3945  4 40001 000	\$540.80	Sub Serv	\$540.80
115215	1/31/2024	1/31/2024	Funds Transferring			Industry Specific Solutions HS - 1331 Meyer	10 1151 6391 1935  4 40001 000	\$2,412.80	Subs	\$2,412.80

Invoice #	Incur Date	Invoice Date	Status	Check Date	Check or Trans. #	Payee/Account	GL code	Amount	Memo	Amount
SOL-10183 - 113	1/31/2024	1/31/2024	Funds Transferring			SOLAR OCEAN 2, LLC Hogan Preparatory Academy	10 2542 6481 1935  3 00000 000	\$234.33	Solar Panel Lease	\$234.33
SOL-10184 - 113	1/31/2024	1/31/2024	Funds Transferring			SOLAR OCEAN 2, LLC Hogan Preparatory Academy	10 2542 6481 3945  3 00000 000	\$234.33	Solar Panel Lease	\$234.33
									<b>Total:</b>	<b>\$162,969.70</b>

### GL Code Summary

	10 1111 6411 6910 4 40001 000	\$757.90
	10 1131 6391 3945 4 40001 000	\$540.80
	10 1151 6391 1935 4 40001 000	\$2,412.80
	10 1221 6319 3945 3 12210 000	\$614.65
	10 1221 6319 6910 3 12210 000	\$1,266.35
	10 1221 6411 1935 4 44100 000	\$1,980.00
	10 1221 6411 3945 4 44100 000	\$1,980.00
	10 1221 6411 6910 4 44100 000	\$1,980.00
	10 1411 6411 1935 3 00000 904	\$128.12
	10 1411 6411 3945 3 00000 904	\$128.12
	10 1411 6411 6910 3 00000 904	\$128.16
	10 2113 6319 1935 3 00000 000	\$3,750.00
	10 2159 0000 0000 0 00000 000	\$4,084.18
	10 2161 0000 0000 0 00000 000	\$1,191.50
	10 2321 6319 0100 3 00000 000	\$2,823.75
	10 2542 6319 1935 3 00000 000	\$245.00
	10 2542 6319 6910 3 00000 000	\$357.50
	10 2542 6331 0100 3 00000 000	\$109.06
	10 2542 6331 0100 4 42200 000	\$1,975.00
	10 2542 6332 6910 3 00000 000	\$373.70
	10 2542 6333 6910 3 00000 000	\$16,666.67
	10 2542 6335 0100 3 00000 000	\$236.73
	10 2542 6335 1935 3 00000 000	\$385.82
	10 2542 6336 1935 3 00000 000	\$771.57
	10 2542 6336 6910 3 00000 000	\$748.28
	10 2542 6361 0100 3 00000 000	\$29,359.54



Invoice #	Incur Date	Invoice Date	Status	Check Date	Check or Trans. #	Payee/Account	GL code	Amount	Memo	Amount
							10 2542 6411 1935 3 00000 000			\$120.00
							10 2542 6481 1935 3 00000 000			\$234.33
							10 2542 6481 3945 3 00000 000			\$234.33
							10 2542 6481 6910 3 00000 000			\$4,713.94
							10 2546 6319 3945 3 00000 000			\$8,624.00
							10 2546 6319 6910 3 00000 000			\$3,648.00
							10 2551 6341 0100 3 00000 000			\$28,422.40
							10 2563 6391 0100 3 00000 000			\$41,977.50
										<b>\$162,969.70</b>

# Coversheet

## Request for Proposal for Auditor

<b>Section:</b>	IV. Finance Committee
<b>Item:</b>	C. Request for Proposal for Auditor
<b>Purpose:</b>	Vote
<b>Submitted by:</b>	
<b>Related Material:</b>	2023.24 Audit RFP - Hogan - updated 02.19.24.pdf



## REQUEST FOR PROPOSAL AUDIT SERVICES

**Hogan Prep Academy**  
**6409 Agnes**  
**Kansas City, Missouri 64130**  
**816-444-5010**

February 15, 2024

Hogan Prep Academy is accepting proposals from licensed certified public accountant firms to audit its financial statements for the fiscal year ending June 30, 2024, with the option of auditing its financial statements for the subsequent two (2) fiscal years. These audits are to be performed in accordance with the provisions included in this request for proposal.

To be considered, two (2) copies of the proposal must be received by 5:00 p.m. on Tuesday, May 07, 2024, and should be emailed to Carlo Hershberger, Director of Finance and Accounting at [chershberger@phalenacademies.org](mailto:chershberger@phalenacademies.org)

Hogan Prep Academy reserves the right to reject any or all proposals submitted. In addition, HOGAN PREP ACADEMY reserves the right, where it may serve Hogan Prep Academy's best interest, to request additional information or clarifications from proposers, or to allow for the correction of errors or omissions. At the discretion of HOGAN PREP ACADEMY, firms submitting proposals may be requested to make oral presentations as part of the evaluation process.

Submission of the proposal indicates acceptance by the firm of the conditions contained in this request for proposals. All changes of conditions must be clearly and specifically noted in the proposal submitted.

It is anticipated the selection of a firm will be completed by May 3, 2024.

Hogan Prep Academy will evaluate the proposals on a qualitative basis. This includes our review of the firm's peer review report and related materials, interviews with senior personnel, results of discussions with other clients and the firm's thoroughness in its response to us.

Sincerely,

Albert Ray, Board Chair  
Hogan Prep Academy

Hogan Prep Academy  
Request for Proposal Audit Services

#### **Term of Engagement**

A three (3) year contract with annual renewals is contemplated, subject to satisfactory negotiation of terms and the concurrence of the Hogan Prep Academy Finance Committee.

#### **Scope of Work to be Performed**

The auditor will express an opinion on the fair presentation of its financial statements in conformity with generally accepted accounting principles and shall include the audit requirements as promulgated by the Missouri Department of Elementary and Secondary Education for transportation and attendance records.

The financial and compliance audit will involve all Hogan Prep Academy and affiliates funds and accounts. The auditor is required to analyze and apply audit procedures to the supplementary information in order to comply with reporting requirements as prescribed by the Missouri Department of Elementary and Secondary Education.

Provide unlimited consultation during the year.

#### **Auditing Standards**

To meet the requirements of this request for proposal, the audit shall be performed in accordance with generally accepted auditing standards, the standards set forth for financial audits in the *Government Auditing Standards*, issued by the Comptroller General of the United States; 2 *CFR part 200, subpart F, Uniform Administrative Requirements, Audits of States, Local Governments and Non-Profit Organizations*; and the *State Single Audit Guidelines* issued by the Missouri Department of Elementary and Secondary Education and all Missouri State Statutes.

#### **Reports**

The auditor shall submit to Hogan Prep Academy Board the following reports, with copies of each for transmittal to the Department of Elementary and Secondary Education and other agencies as required:

1. Independent Auditors Report on financial statements of the governmental activities, each major fund, and the aggregate remaining fund information for Hogan Prep Academy and affiliates.
2. Independent Auditor's Report on Compliance and Internal Controls over Financial Reporting Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*.
3. Independent Auditor's Report on Compliance with Requirements Applicable to Each Major Program and on Internal Control Over Compliance in Accordance with 2 *CFR part 200, subpart F, Uniform Administrative Requirements* and the *State Single Audit Guidelines*.
4. Current Year Findings and Questioned Costs.
5. Status of Prior Year Findings and Questioned Costs.
6. Data Collection Form for Reporting on Audits of State, Local Governments, and Non-profit Organizations.

In the required report(s) on internal controls, the auditor shall communicate any reportable conditions found during the audit. A reportable condition shall be defined as a significant deficiency in the design or operation of the internal control structure, which could adversely affect the organization's ability to record, process, summarize, and report the financial statement.

Up to five (5) copies of each audit report may be required.

**Commented [1]:** I'd reduce this to 5, but I believe HPA has gone to digital record keeping

**Working Paper Retention and access to Working Papers**

All working papers and reports must be retained, at the auditor's expense, for a minimum of five (5) years unless the firm is notified in writing by Hogan Prep Academy of the need to extend the retention period. The auditor will be required to make working papers available upon request to the following parties or their designees:

- HOGAN PREP ACADEMY
- Missouri Department of Elementary and Secondary Education
- U.S. General Accounting Office (GAO)
- Parties designated by federal or state governments or by Hogan Prep Academy as part of an audit quality review process audit

**Timing, Location, and Conduct of Audit Work**

In addition to time requirements established by the Department of Elementary and Secondary Education, the following conditions shall apply:

1. Prior to June 1<sup>st</sup> of each year, Hogan Prep Academy expects to receive a list of schedules to be prepared and other items required for the audit.
2. Pre-closing, interim, tests and procedures shall be conducted at a mutually agreeable time.
3. The audit will be conducted 100% remotely.
4. Prior to submission of the completed report, the auditor will be required to review a draft of the proposed report and management letter if necessary, with the Director of Finance and Accounting, CFO and the Finance Committee. The management letter will be sent to the Director of Finance and Accounting.
5. The financial audit reports must be submitted to Hogan Prep Academy no later than November 30<sup>th</sup> of each year.
6. The auditor will present the audit report at a meeting of Hogan Prep Academy Board and Finance Committee, as requested.

**Principal Contact**

The auditors will receive information from the Director of Finance and Accounting or a designated representative, who will coordinate the assistance to be provided by HOGAN PREP ACADEMY to the auditor.

**Background Information**

1. Hogan Prep Academy is a charter school within the City of Kansas City with a student population of approximately 900 and an annual budget of \$17 million.
2. Hogan Prep Academy utilizes SUI for the purposes of financial accounting and payroll. Student information is housed in PowerSchool.
3. The cash basis of accounting has been and will be used for all funds and accounts on an ongoing basis. Audited Financial Statements are prepared on a modified cash basis.

4. Description of systems, records, and procedures:
  - a. Accounting records are electronic.
  - b. No internal audit staff exists at this time.
5. Copies of prior year financial statements and budgets are available.

## PROPOSAL REQUIREMENTS

To facilitate a comparison, proposals should be organized in the manner outlined below.

### A. Title Page

Show the name of your firm, local address, telephone number, name of the contact person and the date.

### B. Table of Contents

Include a clear identification of the materials by section and page number.

### C. Letter of Transmittal (Please limit to no more than two pages.)

1. Briefly state your firm's understanding of the work to be done and make a positive commitment to perform the work within the time period. Also, provide an estimate of staff hours that will be needed to complete the audit.
2. Give the names of the persons who will be authorized to make representations for your firm, their titles, addresses and telephone numbers.
3. Provide information about the technical experience of the firm and the number of school audits performed annually. Provide contact information for references from school district clients.
4. Provide information about the experience and professional activities of the audit team.
5. Provide information about the size and structure of the firm.

### D. Profile of the Proposer

1. State whether your firm is local, national or international.
2. State whether your firm has a current permit to practice issued by the Missouri State Board of Accountancy.
3. Give the location of the office from which the work is to be done and the number of professional staff employed at that office.
4. Describe the range of activities performed by the local office in the governmental areas.
5. Briefly describe your firm's quality control policies and procedures.

### E. Summary of the Proposer's Qualifications

Identify the staff that will work on the audit, including staff from other than your local office. Resumes, including experience in auditing Missouri Public School Districts should be included. Describe recent local office auditing experience similar to the type of audit requested; give the name and telephone numbers of at least five client officials (including school district references) responsible for those audits listed.

F. Compensation – (Separate Sealed Envelope)

Proposals that are submitted in response to this letter should include a “not-to-exceed” fee of what the firm would charge to perform Hogan Prep Academy’s audit. **This fee should include ALL costs associated with report reproduction and out-of-pocket expenses.** Please submit this section of the proposal in a separate sealed envelope.

G. Additional Data

Give any additional information considered essential to this proposal.

Although Hogan Prep Academy cannot bind future governing bodies, it is anticipated that the firm selected to serve as Hogan Prep Academy’s auditor will be retained for a three-year period with annual evaluations made of its service.

If you desire any additional information or clarification, or would like to visit HOGAN PREP ACADEMY to review financial records before preparing your proposal, please contact Carlo Hershberger, Director of Finance and Accounting, at 956-926-9089 or [chershberger@phalenacademies.org](mailto:chershberger@phalenacademies.org). It should be understood that the Hogan Prep Academy reserves the right to reject any and all proposals submitted and to request additional information. Furthermore, the professional accounting services purchased will be from the firm, which in the opinion of HOGAN PREP ACADEMY, is the best qualified.

## EVALUATION OF PROPOSALS

Proposals will be evaluated using the following criteria:

1. Prior auditing experience
  - a. Auditing Missouri public school districts
  - b. Auditing local governments
  - c. Auditing entities of similar nature and size
  - d. Reputation among other public institutions for doing comprehensive work. References will be requested.
  - e. Timeliness of report delivery according to references provided.
2. Organization, size and structure of firm – Firm must be large enough to meet school district deadline requirements.
3. Qualifications of staff to be assigned to audit
  - a. Qualifications and audit team make-up
  - b. Overall supervision to be exercised over audit team by firm’s management
4. Firm’s understanding of work
  - a. Audit coverage
  - b. Realistic time estimates of each program section
  - c. Commitment to perform work and deliver reports within the stated time.
5. Cost of the audit

# Coversheet

## Missouri Charter Public School Commission

<b>Section:</b>	VI. New Business
<b>Item:</b>	A. Missouri Charter Public School Commission
<b>Purpose:</b>	Discuss
<b>Submitted by:</b>	
<b>Related Material:</b>	3.07_Revocation_and_Closure_approved_11_17_2021.pdf



<b>Missouri Charter Public School Commission</b>	
<b>Revocation</b>	<b>3.07</b>

## Policy

### Revocation

- Commission staff may recommend revocation of a charter prior to the expiration of the school's current performance contract for any of the following reasons:
  - Continued failure to comply with or make significant progress on elements of an action plan proscribed through Commission intervention (e.g., from a Letter of Concern or placement on Probation by the Commission).
  - One or more material violations or breach of any part of the current performance contract.
  - Failure to meet requirements for student performance as outlined in the performance contract.
  - Failure to meet generally accepted standards of fiscal management or audit requirements.
  - Significant concerns for the health and safety of students, staff, and community members visiting the school.
  - Violation of any provision of law from which the charter school has not been exempted, including federal laws and regulations governing children with disabilities.
  - Conviction of fraud.
- Whenever the Commission staff has reason to believe that a charter should be revoked, staff shall notify the charter school's governing board in writing of the prospect of revocation. The notification shall be served by email and certified mail. The notice shall include the following:
  - The reason why revocation is contemplated
  - The date by which the charter school shall respond, which shall be not less than thirty (30) days from the date of the notification
  - A statement that the charter school may, in its response, request an administrative hearing.
  - An explanation that if the school does not request a hearing before the Commission, it thereby also waives its appeal rights to the State Board of Education as outlined in RSMo 160.405.
- If the charter school does not pursue an administrative hearing, the Commission will vote on the recommendation in closed session. A vote by a majority of the commissioners present is required for revocation. The Commission's vote on the recommendation to revoke is final.

<b>Missouri Charter Public School Commission</b>	
<b>Revocation</b>	<b>3.07</b>

4. If the charter school pursues an administrative hearing pursuant to RSMo160.405, the Commission shall conduct the administrative hearing as follows:
  - a. The chair of the Commission will set a date, time, and place for the hearing, which shall take place within 15 days of the date of written notification.
  - b. Notice of the hearing and the hearing itself will be conducted according to State open meeting laws.
  - c. The staff of the Commission will provide evidence of the reason(s) for the revocation.
  - d. The charter school may be represented by legal counsel, present evidence, and call witnesses. However, the Commission may exclude irrelevant or unduly repetitious evidence.
  - e. The hearing shall be recorded.
5. The Commission will make a final decision in closed session, within thirty (30) days of the hearing. A vote by a majority of the commissioners present is required for revocation.
6. The Commission will notify the charter school of its final decision by email and certified mail. Notification of the decision shall be simultaneously transmitted to the State Board of Education. The charter school may appeal a decision by the Commission to revoke the charter to the State Board of Education.
7. Following a decision to revoke the charter, the Commission will also send a letter informing parents of the decision, the rationale, and the process available to parents to choose a new school for their children.

### **Closure**

Pursuant to statute and each school's performance contract with the Commission, charter schools are obligated to adhere to the statutory closure requirements, this policy and the Commission's closure plan.

Following a revocation decision, the Commission will commence closure proceedings in accordance with RSMo 160.405 and the Commission's closure plan. The closure process is guided by a commitment to minimize disruption to students' education, to protect the public funds generated for educating students, and to preserve assets acquired through operation of the charter school.

<b>Missouri Charter Public School Commission</b>	
<b>Revocation</b>	<b>3.07</b>

The Commission will appoint a School Closure Committee that includes the following individuals:

- School Closure Coordinator (designated by the Commission),
- School Board Chair,
- Board Treasurer,
- Chief Executive Officer,
- Chief Financial Officer,
- A parent of a current student at the school,
- School Leader,
- A Field Representative from the Department of Elementary and Secondary Education (DESE), and
- Representative(s) from a local education advocacy organization (optional).

The School Closure Coordinator will chair the School Closure Committee, manage the closure process, and assure all elements of the School Closure Plan are completed.

The School Closure Plan has three phases with defined completion dates:

- Phase I – to be completed by the end of the academic year,
- Phase II – to be completed by the end of the fiscal year, and
- Phase III – to be completed between July 1 and September 30.