



EWING MARION

KAUFFMAN SCHOOL

**EWING MARION KAUFFMAN SCHOOL, INC.
BOARD OF DIRECTORS MEETING PACKET
March 9, 2022**

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MEETING INFORMATION
<p>Ewing Marion Kauffman School (Zoom meeting) Wednesday, March 9th, 2022 Board of Directors Meeting (8:30am CT)</p> <p>All board members will participate via conference call line The conference line may be accessed through a Zoom video link or via telephone: https://us02web.zoom.us/j/3695951828 Dial in number: +1 (669) 900-6833 Meeting ID: 369 595 1828</p>

EWING MARION KAUFFMAN SCHOOL, INC.
BOARD OF DIRECTORS - MEETING AGENDA

MEETING INFORMATION

Ewing Marion Kauffman School (Zoom meeting)

Wednesday, March 9th, 2022

Board of Directors Meeting (8:30am CT)

All board members will participate via conference call line

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Meeting ID: 369 595 1828

AGENDA

- **CALL TO ORDER**
 - Welcome guests
 - Review and discuss meeting agenda
 - Action: Meeting minutes (2.16.2022)
 - Board Chair Comments
- **LEADERSHIP REPORT**
- **GOVERNANCE**
 - Action: Approve Lactation Accommodations Policy
- **FINANCE**
 - Action: Approval to Negotiate New Busing Contract
- **COMMUNITY FORUM**
 - The Board will hear comments from community members regarding items on the agenda or other issues that should be brought to the Board's attention. Individual comments are limited to three minutes. It is anticipated the time allotted for the community forum will be no longer than fifteen minutes, unless time is extended by the Board Chair. Individuals who do not have an opportunity to speak during the allotted time will be given first opportunity at the next regularly scheduled Board of Directors meeting.
- **CLOSED SESSION / EXECUTIVE SESSION**
 - Close meeting pursuant to R.S.Mo 610.021(6) - discussion of a student matter, R.S.Mo 610.021(1) - discussion of legal matters and R.S.Mo 610.021(3) - discussion of a personnel matter
- **ADJOURN**

FUTURE MEETINGS

- Committee Meetings: Monday, April 11th (5:00 pm CST)
- Board Meeting: Wednesday, April 13th (8:30 am CST)

**MINUTES OF REGULAR MEETING OF THE
BOARD OF DIRECTORS OF
EWING MARION KAUFFMAN SCHOOL, INC.**

February 16, 2022

A regular meeting of the Board of Directors of Ewing Marion Kauffman School, Inc., a Missouri nonprofit corporation exempt from federal taxation under Internal Revenue Code § 501(c)(3), was held at its headquarters in Kansas City, Missouri on February 16, 2022, pursuant to public notice provided at least 24 hours in advance. The meeting was held using audio-video technology with a link provided in the notice and with opportunities for all to hear and be heard and see and be seen.

Participating via Zoom technology such that all could hear and be heard and had the option of seeing and being seen were Tracy McFerrin, Chair, Kristin Bechard, Juan Rangel, and Corey Scholes, and Maurice Watson.

Also participating from the School such that all could hear and be heard and have the option of seeing and being seen were Hannah Lofthus, President and Chief Executive Officer; John Tyler, Secretary and General Counsel; and Cat Cain, Operations Manager.

No one from the community was present.

Ms. McFerrin chaired the meeting and Mr. Tyler served as secretary. Ms. McFerrin called the meeting to order at 8:31 am, welcomed those in attendance, previewed the agenda, and expressed her appreciation for all

Ms. Bechard joined during the prior discussion.

After discussion and motion duly made (Watson) and seconded (Rangel), the board unanimously approved minutes from the meetings of January 19, 2022.

Leadership Report

Ms. Lofthus reported on several positive developments even given challenging times. Jason Brown received approval from Brown University to create a new major at the University that focuses on African-American literature and Afrocentric Futurism. Jaden Hasam has been named a 2022 Youth of the Year by the Boys and Girls Club. She also presented a video update from three students regarding student government, how it has been structured in ways that parallel the U.S. structure, roles/responsibilities of various positions within that government, the purpose of student government, and the development that has occurred through it. Discussion and enthusiastic support followed, including for School management and its follow through after the student presentations to the board a few months ago.

Ms. Lofthus provided an update regarding security following the January shooting incident and specific parent incident during which the parent became physical, including changes that have been and will be made at the School and activities: bag checks, metal detectors starting in late March, attendance at events limited to one person per student, and parents limited to appointment only and one person at a time in the front office. She also reported on reactions to these steps, many of which have been negative but safety being the priority. Discussion followed, including a reminder about the events that have given rise to these changes, whether these changes are permanent or subject to change as circumstances change, and support for the changes given their necessity.

Ms. Lofthus provided information about a recently completed compensation study for the staff, including that starting salaries need to be increased to be competitive, veteran teacher and administrator compensation are competitive, yet retention and attraction continue to be challenging in this market. To ensure that the School is competitive and leading, plans are to increase all compensation by \$6,000 for the coming school with a combination of salary increases and commitment bonuses. She also

reported changes to how annual increases are done and the budgetary effects of these decisions. Discussion followed, including about other than cash compensation incentives that could be used or expanded on.

Ms. Lofthus provided an update on progress towards strategic goals and previewed each. She discussed diverse leadership teams and working environments, including promotions to leadership positions such as principal, manager of HR, and deans of instruction. She shared data on diversity in leadership, including that 47% of leaders and 40% of instructional leaders identify as a person of color compared to 17% nationally. She reported on tactics that have been successful and continuing challenges. Discussion followed.

Ms. Lofthus presented DEIA data comparing spring 2021 with fall 2021 on internal surveys and Promise54 external reports, including “north stars” of inclusion, adult team mindsets, and updates to school-wide culture systems. She provided data from comparable schools, spring 2021, and fall 2021, showing improvement during that 6-month window and reaching comparability with other schools. She acknowledged the improvement, the work that has contributed to it, and the need for continuing that work and doing still better. She highlighted lessons learned and that responses to the Promise54 and internal surveys have high degrees of alignment and reinforcement. Among the lessons learned are that the DEIA team believed that the internal training sessions are more effective and meaningful than the Promise54 external training sessions. Discussion followed, including about changes to the training that will be done based on feedback from the surveys and DEIA team, about board member insights on and affirmation of the progress and reporting to the board, and about continued attention to the racial categories within the terminology “people of color.”

Jerrad Jones, Director of Finance, joined the meeting.

Finance Report

Mr. Jones provided the finance report for year-to-date as of the end of December, including that cash balance is largely unchanged, receipt of an installment from KCPS, accounts receivable balance of \$1 million and its composition, actuals are net about \$800,000 favorable to budget and why that is so, anticipation of an updated forecast next month, status of employee and student counts, the 990 tax return has been drafted and is under review, compliance items for the retirement plan are on target, highlights from the check register, balance sheet and income statement details, and check register detail. Discussion followed.

After discussion and upon motion made (Watson) and seconded (Bechard), the board unanimously approved the finance report as presented.

Mr. Jones left the meeting.

Governance Report

Ms. Lofthus summarized changes in titles and personnel in various positions in the Student and Family Handbook. She also summarized the School’s sponsor annual requirement that the School acknowledge the sponsor’s revocation policy.

After discussion and upon motion made (Scholes) and seconded (Watson), the board unanimously approved changes to the Student and Family Handbook to reflect board memberships, staffing positions, and the academic calendar as provided in attached **Exhibit A**.

After discussion and upon motion made (Watson) and seconded (Scholes), the board unanimously acknowledged the Missouri Public Charter School Commission’s revocation policy.

Closed Session

Pursuant to the published agenda, a motion was made (Rangel) and seconded (Watson) to go into executive session as allowed by RSMO 620.021(1), (3), and (6) regarding legal, personnel, and students to discuss matters thereunder. Pursuant to a roll call vote, the following directors voted to approve the motion (Bechard, McFerrin, Rangel, Scholes, and Watson) with no directors opposing or abstaining. The meeting entered closed session at 9:46 am. Ms. Cain left the meeting.

Discussion followed about a personnel matter.

Ms. Lofthus left the meeting.

Discussion followed about a personnel matter and a student matter.

A motion was made (Watson) and seconded (Rangel) to leave the executive session and re-open the meeting. Pursuant to a roll call vote, the following directors voted to approve the motion (Bechard, McFerrin, Rangel, Scholes, and Watson) with no directors opposing or abstaining. The meeting adjourned from closed session 10:10 am.

Ms. McFerrin encouraged board members to review the feedback from the sponsor for the board and management.

Community Forum

With no one from the community present, there was no community forum.

There being no further business, the meeting adjourned at 10:12 am.

John Tyler, Secretary

**Board, Staffing, Position, and Calendar Adjustments to the
Student and Family Handbook**

OUR TEAM

Administration/Leadership Team

Hannah Lofthus – Chief Executive Officer
Stephanie Gounder – Chief Academic Officer
Katie Pasniewski – Chief Operating Officer
Cat Cain – Chief of Staff
Ben Carman-Brown – High School Principal
Lindsey Woods – 7/8 Principal
Amy Rosenwald – 5/6 Principal
Shelli Carman-Brown – Principal Fellow / Dean of Instruction
Kathleen Barbosa – Dean of Instruction
Jamon Finley – Dean of Instruction
Carolyn Gatewood – Dean of Instruction
Georgina Leslie – Dean of Instruction
Annie Murphy – Dean of Instruction
Alecia Tumpap – Dean of Instruction
Richard Abram – Dean of Students
Nita Daniels – Senior Dean of Students
Kesha Johnson – Dean of Students
Natosha Landrum – Dean of Students
Gordon Brown – Dean Room Monitor
Byron Ashford – Dean Room Monitor
Tiffany Segers – Director of College Access
Ellen Clayton – Alumni Counselor
Wendy Miya – Alumni Counselor
Henry Munk – College Counselor
Amber Hurd – College Counselor
Saffee Croker – Social Work Intern
Akiyaa Hagen-Depusoir – Social Worker/Counselor
Kevin Hill – Social Worker/Counselor
Addie Huff – Social Worker/Counselor
Emily Martin – Social Worker/Counselor
Erynn Campbell – HR Manager
Kristin Crites – Director of Athletics and Extracurricular Activities
Beth Edmonds – Data Specialist
Isaac Freeman – Data Systems Manager
AJ Hall – Talent Recruiter
Bailee Hudson – Operations Specialist
Jerrad Jones – Senior Director of Finance and Strategy
Ange Lupton – Special Education Manager
Jay Marshall – Information Technology Coordinator
Tylice Merritt – Office Coordinator
Bailey Page – Interim Director of Operations
Sam Preston – Operations Specialist
Becky Quatroky – School Nurse
Zach Sellers – Operations Manager
Daniel Velazquez – English Learners Program Manager, Family & Community Liaison
Syreeta Washington – Office Coordinator
Candace Wilson – Talent Recruiter
Deronne Wilson – Senior Operations Specialist

This document is for informational purposes. The information in this document may be changed without notice subject to subsequent approval by the Board of Directors of the Ewing Marion Kauffman School as set forth in the Official School Board Policies of the Ewing Marion Kauffman School, Inc.

Board of Directors and Officers

Kristin Bechard, Treasurer
Tracy McFerrin, Board Chair
Juan Rangel
Corey Scholes
Maurice Watson
Hannah Lofthus, CEO*
John Tyler, Secretary*

**indicates a non-voting officer*

Section 504 Coordinator

Angela Lupton
816-268-5668

Title IX Coordinator

Katie Pasniewski
816-612-8539

Chief Compliance Officer

Katie Pasniewski
816-612-8539

SCHOOL CALENDAR 2021-2022

Kauffman School students receive several hundred more instructional hours per year than students in public schools following a standard schedule. At this rate, a fifth-grader graduating from the Kauffman School as a high school senior will engage in *more than two extra years* of instructional time over students following a standard calendar. Building in this additional time will help ensure that all Kauffman School students are performing at grade level by the end of 8th grade, and are ready to enter and graduate from the college or university they choose to attend.

Daily Schedule

- Monday – Thursday (7:45am – 3:30pm)
- Friday (7:45am – 1:30pm)
- Students must be in the building by 8:00 am, or they will be marked tardy.

Early Release

Students will be released at 1:30 p.m. the entire first week of school and every Friday thereafter.

First / Last Day for 5th Grade

The first day of school for 5th graders will be Monday, August 16th, 2021. The last scheduled day is Friday, June 3rd, 2022.

First / Last Day for 6th – 12th grade

The first day of school for 6th-12th graders will be Wednesday, August 18th, 2020. The last scheduled day is Friday, June 3rd, 2022.

Vacation/Teacher Work Days (No School)

September 6	January 17
October 15	February 21
October 29	March 18-25
November 22-26	April 15
December 20-31	May 30
January 3-4	

Please Note: The Kauffman School calendar and daily schedule are subject to change in the best interests of students. Any modifications will be communicated to families as quickly as possible.

Summary of Governance Items for March 2022 Board Meeting

Headline	Pages	Summary
Lactation Accommodations Policy	Board Packet: Pages 10-11	<ul style="list-style-type: none"> · Passed in 2021, House Bill 432 included a provision relating to lactation accommodations that must be made by school districts. · Public school districts must adopt a written policy by July 1, 2022. · DESE has developed a model policy, which fully aligns with practices in place at EMKS <u>prior</u> to the passing of this bill. · As such, EMKS proposes to adopt DESE's model policy as EMKS's policy. · Upon Board approval, we will add this policy to our Personnel Policies. <p>Action: Vote to adopt DESE's model lactation accommodations policy as EMKS's policy.</p>

Lactation Accommodations Policy

The Kauffman School acknowledges the lactations accommodation law in Section 160.995, RSMo, and therefore provides breastfeeding employees, teachers, and students the following lactation accommodations:

Reasonable Time to Express Milk at Work

Employees, teachers, and students shall be provided a minimum of three opportunities during a school day, at intervals agreed upon by the district and the individual (usual planning, break and meal periods should be utilized for expressing milk when possible), to accommodate an employee's, teacher's, or student's need to express breast milk, breastfeed a child, or address other needs relating to breastfeeding. Employees, teachers, and students shall be provided reasonable time to express milk while at work for at least one year following the child's birth.

A Private Area for Milk Expression

Employees, teachers, and students will be provided with a private place, other than a bathroom, in each public school building, that is shielded from view and free from intrusion from co-workers or other students and the public. The room shall be a designated space for lactation and for the exclusive use of women to express breast milk or breastfeed a child.

The room will:

- Be in close proximity to the employee's work station or the teacher or student's classrooms when possible,
- Have a door equipped with a functional lock or, if this is not possible, the room will have a sign advising that the room or location is in use and not accessible to other employees, students, or the public,
- Be well lit and ventilated,
- Ensure privacy by covering any windows with a curtain, blind, or other covering,
- Contain, at minimum, a chair and a small table, counter, or other flat surface, and
- Include an electrical outlet and be in close proximity to a sink with running water and a refrigerator for breast milk storage

No employee, teacher, or student shall be discriminated against for breastfeeding or expressing milk during the school day, and reasonable efforts will be made to assist users of this policy in meeting their infant feeding goals while at work or school.

Any act found to be intentional that invades a nursing mother's privacy shall be treated as a disciplinary offense and reported to the building administrator.

District Responsibilities

The Kauffman School will:

- Maintain the cleanliness of the room or location set aside for the use of those expressing breast milk.
- Notify employees and students returning to school following the birth of a child of their rights under Section 160.995, RSMo. This notice may either be provided individually to affected employees and students or to all employees and students generally through posting in a central location.

Employee/Teacher/Student Responsibilities

Breastfeeding employees, teachers, and students utilizing lactation support services will:

- Give school administrators advance notice of the need for lactation accommodations, preferably prior to their return to school following the birth of the child. This will allow school administrators the opportunity to establish a location and work out scheduling issues.
- Maintain the designated area by wiping down surfaces with antibacterial wipes so the area is clean for the next user.
- Ensure the safekeeping of expressed breast milk stored in any refrigerator on the premises. Breast milk can be stored in a general school building refrigerator, in a refrigerator provided in the lactation room, or in the employee's personal cooler.