

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

October 9, 2024

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 October 9th, 2024, and by Zoom such that all could hear and be heard and see and be seen, pursuant to public notice provided at least 24 hours in advance, including confirmation that the accurate Zoom link was part of the public notice.

The following directors participated in person: Jerry Williams, chair, Brett Hembree, Vickie Harris, Kelly Barnes and Juan Rangel and were in attendance at the beginning of the meeting.

Also participating in person at the outset of the meeting was Hannah Lofthus, CEO, of the School and Tim Racer, Deputy General Counsel. Katie Pasniewski, COO, joined the meeting in progress as noted below. Kevin Bowman of Tech Connect Kansas City joined the meeting in progress as an invited guest as noted below too.

No community members were present during the meeting.

Mr. Williams chaired the meeting. Mr. Racer served as secretary. Mr. Williams called the meeting to order at 8:35 am, welcomed those in attendance, and previewed the agenda.

Mr. Williams, Mr. Rangel and Ms. Lofthus discussed an informal meeting the three of them held in September to discuss happenings at the School, community interactions and how to best serve the students at the School. The three of them shared with the board what was discussed at that meeting.

Ms. Barnes raised some frustrations that have been expressed by some in the community about language in a job posting referring to the School's serving low income students. Ms. Lofthus shared what the School administration has done to address the comments and the language and shared the background about how the language was developed (including the involvement of a DEIA consultant) and participation by numerous staff members. The board asked for an update at a future board meeting.

Approval of Prior Minutes

The minutes of the board's prior meetings on July 31, 2024 and September 11, 2024, were included on pages 4 through 8 of the agenda distributed to all board members prior to the meeting. After discussion and upon motion duly made (Rangel) and seconded (Hembree), the board unanimously approved the minutes from its meetings of July 31, 2024, and September 11, 2024.

Leadership Report

Ms. Lofthus delivered the Leadership Report reviewing information in a slide deck she shared shown during the meeting. Highlights of the discussion included:

- a recent lunch with three 2024 Kauffman School grads that have received a full ride scholarship to attend Notre Dame. The Kauffman School had the most full ride scholarships to Notre Dame of any school in Kansas City.
- Discussion of some community engagement activities for the School including a community violence even the School held in honor of Kourtney Freeman, a Kauffman School student who was killed by gun violence in the Spring of 2024. The community violence program was held in April and allowed students to discuss the normalization of community violence in our community. Ms. Lofthus also discussed a number of community engagement meetings she routinely has with other charter schools and charter school organizations in the Kansas City area.
- The board also discussed the upcoming board schedule. The board will not hold a December board meeting, but will hold a holiday dinner as a group on December 9th, at 5:30 pm.

Ms. Lofthus then reviewed the most recent MAP test results. She was not able to share how the results compare to other Schools MAP test results, but did share how Kauffman School performed. The summation is that the School has not returned to pre-pandemic levels but there was an improvement of 2022-23 school year results.

Ms. Lofthus noted some of the challenges the School now faces because of lost learning time that results from increasing security and emotional/behavioral support activities that all Schools are having to take on. This lost learning time does impact the ability of the Kauffman School to improve learning outcomes. She noted these challenges also impact recruitment of teachers and staff.

There was no action item required as a result of this discussion.

Ms. Pasniewski and Mr. Bowman joined the meeting at 9:42 am.

Technology Update

Ms. Lofthus invited Mr. Bowman to deliver a Technology Update, reviewing the Technology and Security Assessment document included on pages 8 through 10 of the agenda distributed to the board prior to the meeting.

There was no action item required as a result of this discussion.

Mr. Bowman then left the meeting at 9:55 am.

Treasurer's Report

Ms. Pasniewski was then invited to introduce the Treasurer's Report. A written version of the report was included as part of the agenda distributed to all committee members prior to the meeting beginning on page 11.

Included in the Treasurer's report were check registers for July and August of 2024, which appeared on pages 19-22 of the agenda distributed prior to the meeting. As was

noted in the Governance Committee meeting, the School has transitioned to a new expense reporting and processing system called Ramp. As a result, the check register shows a few large transactions to Ramp rather than individual detail transactions. However, at the next meeting, Mr. Overbaugh will provide detailed reporting from Ramp detailing specific expenditures dating back to the beginning of the budget year. Moving forward, these detailed Ramp reports will be included with the Treasurer's Report. This Treasurer's Report was discussed and approved at the Finance Committee meeting on October 7, 2024.

It was then motioned (Hembree) that the board approve the Treasurer's Report including the July and August 2024 check registers upon recommendation of the Finance Committee. After an opportunity for discussion, the motion passed unanimously.

Property, Plan and Equipment Process Narrative Change

Ms. Pasniewski noted that DESE recently changed its recommendation for the capital asset threshold from \$1,000 to \$5,000. As such, management has requested that the Kauffman School's Property, Plant & Equipment (PP&E) Process Narrative be updated to reflect this recommendation. With the approval of this change, any item under \$5,000 will be expensed for accounting purposes in the year it was purchased. Any item of \$5,000 or more will be placed on the balance sheet and depreciated over time. The proposed Property, Plan & Equipment Process Narrative was included on page 30 of the agenda distributed prior to the meeting. This policy change was discussed and approved at the Finance Committee meeting on October 7, 2024.

It was then motioned (Rangel) the board approve the proposed Property, Plant & Equipment Process Narrative upon recommendation of the Finance Committee. After an opportunity for discussion, the motion passed unanimously.

Governance Items

Title IX Coordinator

Ms. Pasniewski noted that after attending recent Title IX training, school leadership felt it was appropriate for the School's Director of Human Resources, Antiqueka Tubbs, be appointed as Title IX Coordinator, rather than the School's Chief Operating Officer. This change was discussed and approved at the Governance Committee meeting on October 7, 2024.

It was moved (Harris) that the board appoint Antiqueka Tubbs as the School's Title IX Coordinator, effective immediately, upon recommendation of the Governance Committee. After an opportunity for discussion, the motion was approved unanimously.

Employment Procedures Background Check

Ms. Pasniewski then noted that school leadership desires to edit Board Policy 4120 – Employment Procedures to include the Kansas Department of Social Services' Child Abuse/Neglect Registry in the School's background check procedures. This has been the School's practice for some time, and this update will ensure the policy matches the Human Resource team's procedure. This policy change was discussed and approved at the Governance Committee meeting on October 7, 2024.

The proposed policy was included on page 33 of the agenda distributed to all board members prior to the meeting. It was moved (Hembree) that the board adopt the proposed Policy 4120 as shown on 33 of the agenda upon the recommendation of the Governance Committee. After an opportunity for discussion, the motion passed unanimously.

Test Security Policy- Board Policy 6420

Ms. Pasniewski then noted school leadership desired to replace the Board's current test security policy (Board Policy 6420) with DESE's proposed model test security policy. The proposed policy was presented on pages 34-37 of the agenda distributed to board prior to the meeting. This policy change was discussed and approved at the Governance Committee meeting on October 7, 2024.

It was then moved (Hembree) that the board adopt the proposed policy 6420 as shown on pages 34-37 of the board agenda upon recommendation of the Governance Committee. After an opportunity for discussion, the motion passed unanimously.

Staff Travel Policy

Ms. Pasniewski then sought approval for an updated Staff Travel Policy in the Personnel Policies Handbook to reflect that the School is no longer recommending travel be booked through Travel and Transport but rather through the School's travel platform in Ramp or other web-based travel booking platform. The proposed update was presented on page 38 of the agenda distributed to all board members prior to the meeting. This policy change was discussed and approved at the Governance Committee meeting on October 7, 2024.

It was moved (Harris) that the board adopt the proposed update to the Staff Travel Policy in the Personnel Policies Handbook upon the recommendation of the Governance Committee. After an opportunity for discussion, the motion passed unanimously.

Equipment Authorized Technology and Internet Use Policy

Ms. Pasniewski then sought approval for an updated Equipment, Technology and Internet Use policy as outlined in the School's Personnel Handbook. The proposed updated policy was included on pages 39-44 of the agenda distributed to all board members prior to the meeting. This policy change was discussed and approved at the Governance Committee meeting on October 7, 2024.

It was moved (Hembree) that the board adopt the proposed update to the Equipment, Technology and Internet Use policy in the School's Personnel Handbook upon the recommendation of the Governance Committee. After an opportunity for discussion, the motion passed unanimously.

Compliance Checklist

Ms. Pasniewski then noted that the school has used a Compliance Checklist to regularly update the board on its compliance with board policy and other policy requirements. Ms. Pasniewski noted that for the current school year, leadership would like to use the compliance checklist included on pages 45-57 of the agenda distributed prior to the meeting to show compliance.

There was no action item required at this time. Ms. Pasniewski will finalize the checklist with signatures prior to the next board meeting.

Community Forum

There was no one from the community present and so no community forum was held.

Recess

It was noted that a student discipline hearing was to be held as indicated in the agenda. However, a few guests needed to be admitted to the meeting and setup needed to occur to enable that hearing. As a result, the board agreed to recess the meeting at 9:50 am and to conduct the disciplinary hearing once setup was complete.

The recess concluded at 10:20 am and the meeting was re-convened. Directors Williams, Rangel, Hembree, Barnes and Harris, Ms. Pasniewski, Ms. Lofthus and Mr. Racer were again in attendance. Hillary Minton, a court reporter with Naegeli USA was an invited guest.

Closed Session

Pursuant to the published agenda, a motion was made (Hembree) and seconded (Rangel) to go into executive session as allowed by RSMO 620.021 (6) for discussion of a student disciplinary matter. Pursuant to a roll call vote, the following directors voted to approve the motion: Harris, Hembree, Rangel, Barnes and Williams. No directors opposed or abstained. The meeting entered a closed session at 10:21 am.

Invited guests to this closed portion of the meeting included Ms. Pasniewski, Ms. Lofthus, Mr. Racer, and Ms. Minton, the court reporter retained to create a transcript of the hearing.

Mr. Racer provided opening remarks regarding the procedures for the hearing and noted that the parent of the student and the student chose not to appear at the hearing. Mr. Racer and Ms. Pasniewski confirmed that they had both spoken with the student's mother during the recess to confirm she understood the hearing would proceed and that if the board should happen to affirm the proposed discipline, that the suspension would be final and it would go on the student's record.

Mr. Racer then invited Ms. Pasniewski to present the School's case as to why the student should be suspended and the term of the suspension. Ms. Pasniewski was placed under oath. Ms. Lofthus was then placed under oath and asked to provide information about an appeal meeting she held with the mother of the student. Since the student and the student's parents were not in attendance, there was no cross examination of the information presented by the School and there was also no additional information presented on behalf of the student or the student's parents.

Mr. Williams left the meeting at 10:40. Mr. Racer noted for the record that Mr. Williams understood he would not be able to vote during deliberations and that this had been confirmed with Mr. Williams prior to the meeting. Mr. Rangel became chair of the meeting.

The board was afforded the opportunity to ask questions and then the hearing was concluded. Ms. Minton, Ms. Pasniewski and Ms. Lofthus then left the meeting.

The board deliberated. It was then moved (Barnes), Second (Hembree) that the board vote to affirm the School's decision to suspend the student and the length of the suspension. A

roll call vote was taken with the following directors voting in favor of the motion Kelley Barnes, Brett Hembree, Vickie Harris and Juan Rangel. No directors voted against the motion. Director Williams was not present for the vote.

A motion was then made (Hembree) and seconded (Harris) to leave the executive session and re-open the meeting. Pursuant to a roll call vote, the following directors voted to approve the motion: Harris, Hembree, Rangel, and Barnes. No directors opposed the motion.

The board exited the meeting at 10:08 am.

Adjournment

There being no further business, the meeting adjourned at 10:09 am.

John Tyler, Secretary