

**MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE EWING MARION
KAUFFMAN SCHOOL, INC.
October 11, 2017**

A regular meeting of the Board of Directors of the Ewing Marion Kauffman School, Inc., a Missouri not-for-profit corporation, was held at the Ewing Marion Kauffman School in Kansas City, Missouri on the 11th day of October 2017 and pursuant to public notice provided at least 24 hours in advance.

The following Directors were present at the meeting location: Mayra Aguirre, Kristin Bechard, Gloria Jackson-Leathers, Aaron North, and Maurice Watson. Ms. McFerrin was unable to attend.

The following non-voting officers were present: Hannah Lofthus (CEO) and John Tyler (Secretary). Also present were: Sharon Eagleman (UMKC PhD Candidate), Jerrad Jones (EMKS Finance), Brad Steele (Westbrook & Co.), Lisa Weaver (University of Missouri-Columbia), Dave Wilson (EMKF Finance), Tonya Guinn (EMKF Education), and Donna Wilson (Legal Counsel).

No others were present or participated either in person or by phone.

Mr. North chaired the meeting and Ms. Wilson served as Secretary. Mr. North called the meeting to order at 5:35 p.m. and welcomed all in attendance.

Mr. North reviewed the agenda and presented the minutes of the August 21, 2017 regular meeting. After discussion and upon motion duly made (Watson) and seconded (Aguirre), the Board unanimously approved the minutes presented (see **Exhibit A**). The EMKS Step Team presented a welcome performance to the Board and guests.

Finance

a. Mr. Wilson introduced Brad Steele of Westbrook & Co. to present the EMKS audit for the year ended June 30, 2017 (see **Exhibit B**). Mr. Steele commented that the School had a clean audit, and noted that rent/purchased services were a little higher, and that EMKS had a 26% reserve ratio (auditor recommends 20%).

Closed Session: Upon motion duly made (Watson) and seconded (Aguirre), and pursuant to roll call vote: Aguirre - aye, Bechard - aye, Gloria Jackson-Leathers - aye, North-aye, and Watson - aye, the Board unanimously voted to convene in closed session pursuant to RSMo §610.021(17). Ms. Lofthus, Mr. Tyler, Ms. Eagleman, Mr. Jones, Ms. Weaver, Mr. Wilson, and Ms. Guinn left the meeting. The Board generally discussed the audit with Mr. Steele. Upon motion duly made (Bechard) and seconded (Watson), and pursuant to roll call vote: Aguirre - aye,

Bechard - aye, Gloria Jackson-Leathers - aye, North-aye, and Watson – aye, the Board unanimously voted to convene in open session. Ms. Lofthus, Mr. Tyler, Ms. Eagleman, Mr. Jones, Ms. Weaver, Mr. Wilson, and Ms. Guinn re-joined the meeting.

Upon motion duly made (Watson) and seconded (Aguirre), the Board unanimously accepted the EMKS audit for the year ended June 30, 2017.

b. Mr. North asked for presentation of the Treasurer's report. Mr. Wilson reviewed the Treasurer's report and check register (see **Exhibit C**) noting the following information:

- Total revenue and expenses through August 31 are \$3.7M and \$2.1M respectively
- The change in net assets is \$0.2M favorable to the year-to-date budget due to timing of expenses
- Average annual enrollment is budgeted at 943 students. August's enrollment was 969 and the average through August was 968
- The School is approved to hire up to 118 positions and had 117 employees as of August 31
- The cash balance of \$5.3M reflects the Kauffman operations grant payment received in August
- DESE standards require the fund balance (net asset balance excluding PP&E) remain above 3% of year-end actual expenses; otherwise the school is considered "financially distressed". Currently the ratio is forecasted to be approximately 24% at year end

Upon motion duly made (Jackson-Leathers) and seconded (Bechard), the Board unanimously accepted the Financial Report.

c. Ms. Bechard presented updates to the Expenditure Authority Policy (see **Exhibit D**). There was general discussion and a recommendation to add the following language: "provided the expenditures are contained in the approved budget." Upon motion duly made (Aguirre) and seconded (Jackson-Leathers), the Board unanimously approved the Expenditure Authority Policy as revised.

d. Ms. Bechard reported that the EMKF Finance team has been working with Mr. Jones to transition finance matters to EMKS.

School Leadership Report

Mr. North asked Ms. Lofthus to present the School Leadership Report. Ms. Lofthus presented the EMKS and MO MAP Results and Entering STEP Results (see **Exhibit E**), and highlighted the following:

- **MAP Results:** ELA: EMKS outperformed Missouri in upper grades; Math: EMKS outperformed Missouri in all grades; Science: EMKS on par or outperformed Missouri in all grades
- **STEP:** Class of 2029: 5th Graders display lower starting point than previous classes – entering slightly below 2nd grade; Current classes are starting lower than previous years; additional staff hired to provide one-on-one instruction

Ms. Lofthus reported that Teach for America National selects five schools each year that are delivering an excellent education for students (see **Exhibit E**), and that EMKS was selected as a 2017 TFA School to Learn From. Ms. Lofthus also provided an update on the recruitment for the COO position at EMKS.

Community Forum

Ms. Weaver provided general comments on the issue regarding DESE and the EOC assessments.

Governance


Policy Updates and Approvals. Mr. North presented the following policy updates and revised School Calendar (see **Exhibit F**) for approval:

- Policy Updates:
 - Student & Family Handbook – Student Drop Off
 - Athletics Handbook
- Revised 2017-2018 School Calendar

Upon motion by the Governance Committee, the Board unanimously approved the Policy Updates and Revised 2017-2018 School Calendar.

There being no further business to discuss, Mr. North adjourned the meeting at 6:58 p.m.

APPROVED:



Donna Wilson, Acting Secretary