

Kalmiopsis Community Arts High School  
Organizational Board Meeting

Monday, November 27, 2023

Board members present: Ryan Forsythe (secretary), Terry Davis (treasurer), Lucy Becker and Emily Kelley (student representatives), Grace Hughes; present Via Zoom: Angie Graves, Amanda Selden-Dixon

Guest(s): Cody Zook

Facilitator: Terry / Minutes: Ryan

Meeting called to order at 5:02 pm.

- Welcome and land acknowledgment.
- No additions to the agenda.
- Approval of minutes from October 30 meeting. Motion to approve by Terry. Seconded by Grace. Approved.
- Public comments. No public comments received.
- Reports
  - Financial Report (Ryan)
    - Expenses, income, checking/savings account balances.
      - Account balances as of November 27 include \$63,140.87 in savings and \$15,792.86 in checking for a total of \$78,933.73. Note that our November payroll was not deducted as of this time but will be in a few days, so that will reduce the balance by about \$11,600. But also note that our November Three Rivers payment has not been deposited yet, and so that will add to our balance.
      - Ryan shared a Statement of Activities for the period October 15 to November 15, which showed income and expenses for a typical month, including \$950 in rent, \$50 in internet, typical wages costs, etc. For the month, we ended over \$10,000 in the positive. Cody asked if this was typical. Ryan noted that as we have not needed to begin paying for retirement or health costs, that yes, it has been typical so far to end months with such a large positive balance.
    - Grants update/approval requests
      - Just an FYI/Note that we did not receive grants we applied for from Haines & Friends and also Trust Management Services
      - Federal CSP grant. Ryan shared that Kaci has completed 4 online training sessions and he joined her for the fourth. Prior to the training/meeting, there was concern about KCA staff that since we submitted an application to cover planning costs (application was written in 2022 but submitted in 2023), and some costs are available/allowable for planning but not available once a school is open, that we might not be able to access the funds. Ryan shared the good news that based on the most recent training, it appears the full amount for the first year has been

allocated and we should have access to the full amount of funding. We do need to submit a revised budget within 30 days of the last meeting, replacing any non-allowable items with allowable items, but then we should be good to go!

- Regarding what new things we plan to ask funding for, Ryan shared that with many of our students struggling in their classes (for example, we have students who have failed math but then were passed up to the next class), that the staff would like to use some of the funding to provide 1-on-1 tutoring for students. With Math, Ryan tries to get around to each student throughout class, but if a student could have a dedicated tutor for 30 minutes straight, it might help bring them closer to grade level. Unfortunately, we do not have a lot of tutors locally, but Kaci has taught through a platform called Outschool.com, and has found a wealth of tutors on the site, so we are planning to use tutors from Outschool.com.

- Community and Culture

- Enrollment Update. We are currently at 34 students, which is our full complement. We also do not have a waiting list, meaning that all the students who want to be at KCA are able to be here.
- Angie shared that the community Thankful Hearts meal went really well. We did have one KCA student, but Angie shared that she will be challenging more of our students to be there next year to help out.

- Location/Facilities.

- New facility. Ryan shared that we are at capacity and hoping for a full class of first year students next year. If we can not expand within our complex, we will need to look elsewhere. As one possibility, Teacher Leaders toured the old SOOF grocery, which is now owned by Taylor's who are using it for storage. It is much bigger than our present location but will require a lot of work, particularly putting in walls for classrooms.
- Ryan shared that the Teacher Leaders do feel a bit stretched with teaching and admin duties and so are hopeful that members of the Board might be able to assist in things like helping with the facilities expansion. Grace noted that with Teacher Leaders the ones fully aware of the school needs, it can be difficult for Board members to step in, without stepping on toes. Cody suggested a contract position for the grant, perhaps for 6 months or so, could help out. Angie suggested perhaps the Board and staff could get together and see what is on the staff's plate, so the Board can better anticipate the needs of the staff. A meeting of the minds could help them understand and help out while also not stepping on staff toes. Angie motions that we decide a time the Board and staff can come together and they can better understand staff needs. Grace seconds. Motion passes.

- Governance & Compliance

- No report.

- Staff Report

- No report.

- Student Report
  - Lucy shared that we had picture day recently and it was really fun. Students were allowed to have fun and take pictures that allowed them to express themselves, which has not been her experience at picture days past.
  - Emily shared that we had a full-school Thanksgiving meal, all together on the Tuesday before Thanksgiving. We went around the table and everyone shared what they were thankful for. She noted that it helps make the school feel closer to home for our students.
  - Grace asked what the student representatives think of the tutoring idea. They agreed it was a good idea.
- Old Business:
  - Fundraisers. One note: Due to poor AQI, our Cans for Kids fundraiser through IVCDO was cancelled in September. IVCDO staff had indicated we would still receive a typical month's earnings. We did receive a check that seemed smaller than a typical month's earnings. Ryan contacted IVCDO and they immediately agree that the amount should have been more and they would be sending a make-up check. So we owe a big thank you to IVCDO, not only for offering a great program, but for being super responsive..
  - We have an ongoing t-shirt sale online at [kcahighschool.threadless.com](https://kcahighschool.threadless.com). Right now there is a sale (through December 3 at 3pm) so Ryan suggests it's a good time for people to pick up a shirt for the KCA student or supporter in their life.
  - Developing our policy manual. No new updates.
- New Business:
  - Determining board member "end dates." Ryan shared that as of the first annual meeting (in April 2024), board terms will be staggered by each ending in April, so we will need to determine whose positions end in April 2025 and whose end in April 2026. We have time and also it seems our Bylaws place the responsibility in the hands of our chairperson (see the text below), so right now this is just an FYI/reminder.

*Section 3.4 Term* All non-student Board members shall hold office for a maximum of three (3) consecutive terms, excluding any ex-officio tenure. Except for the inaugural Board and student representatives, as outlined below, all members serve two-year terms. Terms shall be staggered with approximately half the Board members elected at each annual meeting. After serving three (3) consecutive terms, a Board member must remain off the Board for a minimum of two (2) years, after which time the individual will again become eligible for nomination and election. To allow staggered terms, the term for the Board elected at the first annual meeting shall be either two-(2) or three-(3) year terms. At least half the members plus one member will serve two (2) year terms to ensure that all Board member terms are staggered. Board member terms shall be determined initially by the Board Chairperson. The term for student representative Board members shall be one (1) year, but may be changed by a vote of the student body, but shall be no more than two (2) years.

Meeting adjourned at 5:53 pm.

### Upcoming Meetings

- 5pm Monday December 18, 2023
- 5pm Monday January 29, 2024
- 5pm Monday, February 26, 2024