

Kalmiopsis Community Arts High School
Organizational Board Meeting

Monday, January 29, 2024

Board members present: Ryan Forsythe (secretary), Terry Davis (treasurer), Lucy Becker (student representative), Grace Hughes, Angie Graves, Cody Zook; via Zoom: Kimiko Maglio,

Facilitator: Terry / Minutes: Ryan

Meeting called to order at 5:07 pm.

- Welcome and land acknowledgment.
- Additions to the agenda: Discussion of Angie's board role (under New Business), and update on Kimiko's board availability (under Old Business)
- Approval of minutes from December 19 and January 18 meetings. Motion to approve minutes by Cody. Seconded by Grace. Approved.
- Public comments. No public comments received.
- Reports
 - Financial Report (Ryan)
 - Expenses, income, checking/savings account balances.
 - Account balances as of January 29 includes \$93,144.01 in savings and \$29,491.05 in checking for a total of \$122,635.06.
 - Grants update/approval requests
 - Federal CSP grant. Ryan submitted the revised budget and budget narrative in Dec. We did receive notice that there was a minor fix. Ryan made the change and resubmitted. We have now received word from our contact with the grant that the following have been reviewed and approved: CSP assurances document, GEPA statement, signed charter contract. The logic model has been submitted and is being reviewed and the budget is submitted and undergoing review. Sounds like our contact has scheduled discussion with CSP higher-ups for sometime this week.
 - Four Way Community Foundation. Four Way has supported KCA in each of the past two years. Ryan needs to prepare the final report for our 2023 grant, but notes that the 2024 grant cycle has opened, with a deadline of April 1. They do allow 3 grant applications in a 4-year span, so if we do apply this cycle, we will have to sit out 2025. However, given our plan for the new space, which will require quite a lot of work in renovations, Ryan believes we should apply this year (and then we can apply again in 2026). He requests board support to pursue this grant. Angie motions that the board support Ryan in pursuing a grant for KCA with Four Way Community Foundation, for building renovations that could take place at our future site. Grace seconds. Discussion: Board members agree renovations to our new space would be the best use of possible grant funds. Motion passes.
 - Community and Culture

- Enrollment Update. We are at max enrollment of 34 students. At the end of the semester, we lost two students, one who opted to leave and one who was removed based on our requirement to remove un-enroll students who are absent for 10 straight class days. We didn't really have a waitlist, but as students left, they were replaced. We do now have a waitlist of one student. Kimiko asked about our policy for students who are un-enrolled and whether they should be able to immediately re-enroll as they would at a public school. Ryan noted that since charter schools have enrollment limits, and therefore a waitlist, that if a student is not making use of the school, perhaps the position should go to the student on the waitlist, to give them an opportunity.
 - Location/Facilities.
 - Melissa has a meeting on Friday with the owner of the new facility. Board members Grace and Cody will be there as well. Therefore, we will know more after Friday about plans for the space.
 - Student Report
 - Lucy shared that the focus of our winter intensive was theatre. She stated that we decided to do a whirlwind, which she described before noting it is a little messy but that's part of the fun. Students write 7 plays the first week and then rehearse and perform the second week. Lucy felt a lot of the students got closer, which surprised her because she felt they were mostly close already. Plus a lot of students who weren't into theatre seemed to get into it.
 - Lucy shared that classes are switched around a little now. She says it's pretty exciting that there's a theatre class now too. A lot of students seemed to come out of their comfort zones.
 - Staff Report
 - Office Manager Hiring update. We did get an ad in last week's paper, which should also run this week. We have received two applications and inquiries from two more potential applicants. We have scheduled Friday, Feb 9, for interviews, but need to firm up times, so Ryan can schedule interviews. Cody can be there. Ryan will let him know times. Lucy will get suggestions from students on what to ask and what to share.
 - Ryan also shared that Elishua has been stepping up and taking on more responsibilities. He will now have student advisees, serve as co-coordinator of state testing, and more.
- Old Business:
 - Kimiko's availability. Kimiko was just hired as a lead preschool teacher at a school in Ashland, starting Feb 8 (Congratulations, Kimiko!). Given her new work schedule, she feels she will no longer be able to attend board meetings, so she feels it is time to resign from her position. She will submit a letter of resignation. She noted that she would be happy to continue with committee work, and to support KCA from afar, for example by continuing to work on school policies. Ryan took a moment to acknowledge Kimiko's efforts at helping turn KCA from an idea and a vision into reality, from helping draft our proposal years ago to helping shepherd the school and board today. Much appreciation, Kimiko!

- Officer vote: Chairperson and (if needed) Treasurer. Cody motions that Terry become our new chairperson. Grace seconds the motion. We will doublecheck bylaws to determine if the same person can hold two officer positions, and if not, we will need to find a Treasurer at the next meeting. Motion passes. Congratulations, Terry—thank you for stepping up to lead the board!
- New Business:
 - 2024-25 school calendar. Ryan shared a draft KCA calendar, which was developed using this year's KCA calendar along with next year's Three Rivers calendar, which was approved at their last board meeting. He requests the board review the draft calendar and vote on whether to adopt the calendar for the next year. Angie suggests clerical re-order of dates on the list for October. Grace motions to approve with the one change. Lucy seconds the motion. Motion passes.
 - Review of draft attendance policy. Kimiko outlined the attendance policy that she drafted, discussing the different sections. Kimiko suggests staff make decisions regarding the geographic limits and locations for an open campus, and also update the open campus permission form, so parents can see what they are agreeing to. Suggestion for staff to review the list of reasons for excused vs unexcused absences. Angie asked about the school response for when students do not abide by the open campus policy. Kimiko felt the need for an attendance contract for students to have an opportunity to improve if they repeatedly don't follow procedures. Ryan will bring to teacher leaders for review/edits and then bring back to the board for final review.
 - Review hiring policy. Kimiko reviewed other school policies and found they can be hundreds of pages with lots of complex legal jargon. It feels like it would require a lawyer to review. Kimiko would want additional support and also to share with a lawyer if she would continue developing the policy. Grace suggests speaking to staff we know at other charter schools, as a starting point. At the moment we will default to 3 Rivers policy as we continue to reflect on our own policy needs.
 - Discussion of Angie's role. Angie shared that she enjoys being a part of the board, but doesn't want there to be animosity if she is unable to give as much as other board members, due to personal health issues. Board members shared the belief that Angie is a true asset and we welcome her involvement even if she feels it may be limited.

Meeting adjourned at 6:06pm.

Upcoming Meetings

- 5pm Monday, February 26, 2024
- 5pm Monday, April 1, 2024