

Kalmiopsis Community Arts High School  
Organizational Board Meeting

Monday, October 7, 2024

Board members present: Terry Davis (chairperson), Grace Hughes (treasurer), Ryan Forsythe (secretary), Whitman Franklin (student representative), Kava Rose (student representative), Cody Zook, Mindy King  
Excused Absence: Angie Graves  
Temporary Leave: Amanda Selden-Dixon  
Absent: None

Facilitator: Terry / Minutes: Ryan

Meeting called to order at 5:10 pm.

- Welcome and land acknowledgment.
- Introduction of our new student representatives.
  - Ryan presented our new student representatives, Whitman Franklin and Kava Rose. They introduced themselves (and the Board introduced themselves to the students).
  - Ryan also asked that the minutes reflect and acknowledge the great work of our two Student Reps who completed their terms this past month, Lucy Becker and Emily Kelley. Ryan suggested that perhaps someone on the Board could put together a nice parting gift, such as a card signed by everyone and maybe a gift card or a basket. Our student reps agreed to spearhead a thank you. They will confer with Melissa.
- Additions to agenda. Melissa requests Restorative Justice second look be moved to after public comments. **Grace motions to approve the agenda as amended. Whitman seconds. Motion passes. Unanimous.**
- Approval of minutes from September 9 meeting. **Grace motions to approve September minutes. Seconded by Terry. Approved.** Whitman and Kava abstain as they were not present. **Vote unanimous.**
- Public comments. No comments received.
- Old Business:
  - Second look at Restorative Justice (RJ) policy. Melissa re-shared the restorative justice policy, which provides the primary process by which KCA responds to harm (to people or property) and conflict between people. She has shared with her RJ facilitator, to get some additional feedback. Graces asked about training of staff. Melissa noted that when she completes her training, she can train the other Teacher Leaders. Whitman asked if the student reps could also be trained. Melissa noted she will first train students as peer leaders and that will include training in restorative practices. Terry asked if there are punitive measures. Melissa shared that those are generally reserved for last-case scenarios. Melissa also shared information on an agreement between students who are not getting along, which is similar to a no-contact order. Whitman asked what she would do if students break agreements. Melissa shared that sometimes we do need to move to punitive responses, if students are purposely ignoring agreements. Melissa and Grace suggest Board members give one more additional review over the next month, which will also give Melissa time to get feedback from her trainer. Consensus is to add to agenda next month for final approval.
- Reports

- Financial Report - Ryan
  - Ryan reported on our account balances. He shared that our bank account totals as of September 30, include \$143,157.97 in savings and \$5,675.32 in checking, for a total of \$148,833.29.
  - Ryan shared a Statement of Account for the period of August 1 through September 30, breaking down our income and expenses. Total income during that time was \$132,188.93 with total expenditures of \$125,452.71. Main sources of income include our regular payments from Three Rivers but also the third payment from our CSP grant, in the amount of \$48,692.33. Largest expenses are payroll and maintenance materials for the renovation project.
  - Update on KCA's first audit. Ryan shared that he has made little progress toward developing the many reports and files needed for our audit. He is planning to have substitute teachers cover his 4 classes over the course of 2-3 weeks in mid-to-late October, so he can focus on preparing everything that is needed. Cody shared that Ryan has the support of the Board to pursue this action.
  - Grant Report
    - CSP grant update. As noted with our account balances, we received our third payment for the CSP grant, which means we have now received over ½ of the allotment for the first year of the grant. Ryan also revised our budget to include the CSP funding and he will talk about that under Old Business.
    - Title I grant. Ryan shared that Kaci has been working with Jessica Durrant with the District and we should be receiving approx. \$28,000 in Title I funding. We will use the funding for additional math tutoring/support.
    - SIA grant (Student Investment Account). Ryan shared that this state grant program should provide \$29,000 and can help with things like mental and behavioral health, such as providing student counseling. Ryan would like to ask for board approval to pursue the SIA grant. **Grace motions that the Board approve Ryan and/or Teacher Leaders pursuing the SIA grant for what the Teacher Leaders think is most appropriate. Mindy seconds. Motion passes. Unanimous.**
- Student Report
  - Kava shared that students are doing better lately with the responsibility of Open Campus, which has recently been re-instituted.
  - Whitman noted that students don't have much to share with the Board, other than perhaps a request for a more active Restorative Justice approach. He shared there are some ongoing issues among students that could require a more proactive approach.
  - He also noted there is a request for more types of tea, and not just green tea.
  - Whitman also shared that the bathrooms keep getting trashed. He doesn't want to be the person to rat people out. Grace suggests sharing information with teachers in an anonymous note box could be helpful.
- Community and Culture

- Enrollment update. Ryan shared that the school presently has 50 students enrolled: 8 in 9th grade, 19 in 10th grade, 13 in 11th grade, and 10 in 12th grade. One of those has not started yet but should begin this week.
  - Community Connections.
    - Four Way Photo Contest. Ryan shared a flyer from Four Way Community Foundation, requesting photos and stories reflecting their work. Ryan suggested this would be great opportunity for our students to work on, perhaps during Community Class time. He passed the flyer to the students.
- Location / Facilities
  - Facility update. Ryan shared that we have pretty much completed our facility renovation. In terms of costs, the final tally is approx \$44,324.88 in materials and \$30,556.50 in labor, for a total of just under \$75,000. If we count the \$9,000 in-kind labor, it was a \$84,000 project. Our bank account is happy to have this behind us. Ryan would like the minutes to reflect a huge shout-out to Boy for his work on not only making a great space for us, but also pinching pennies in just the right places. Also, huge thanks to Cord for his help, as well as all the additional people who helped them get it done.
- Staff Report
  - Staff update. Kayla is back! That has taken a lot off of the Teachers Leaders who had been sharing front desk duty. Welcome back, Kayla!
  - Update on staff contracts. Ryan was able to get all contracts signed by all paid staff, and to have Terry sign on behalf of KCA. Each staff has a copy and their files have a copy.
  - Ryan noted that just today we learned we have been approved to offer the SAT on-site to our students. This will be helpful in making it so they don't have to go to White City or Medford to take the test.
  - Professional development update. Ryan shared that he had a great experience attending the National Council of Teachers of Mathematics conference in Chicago the week before last. Kaci will be heading to the National Council for the Social Studies conference in Boston November 22-24. We have funding from our CSP grant for each Teacher Leader to attend a professional conference each year of the grant. Though after the grant ends, we should maybe try to find funding to help teachers attend these conferences.
- Old Business:
  - Budget Revision. At the last meeting, it was decided to work to include our grant budget within our regular budget, and re-approve. This is because the staff have approval to spend on specific line items in the approved budget, and there was some question whether the grant budget counted as part of the approved budget. Ryan revised the budget to include all the grant income and expenses. He shared the revised budget, which showed the additional income and expenses in gray. **Mindy motions that we accept the revised budget as our new approved 2024-25 school budget. Grace seconds. Motion passes. Unanimous.**
- New Business:

- Accelerate Education contract. Accelerate Education (AE) provides online courses, which is great for us as it allows us to offer additional classes for select students. For example, we are only offering Spanish in-person, but we had a student request German and through AE, we can have the one student take the course. It also allows us to offer AP classes, as well as credit recovery. Ryan passed around the AE contract and asked Board approval for him to sign on behalf of the school, so that we can offer this class. The board indicated support for KCA offering the AE classes. **Cody motions that Ryan serve as representative for KCA to sign contracts and administer this program. Whitman seconds. Motion passes. Unanimous.**
- Retaining a Lawyer. Ryan shared that he has been in contact with Matthew D. Lowe with Jordan Ramis, one of the few lawyers in the state to specialize in nonprofits with a charter school focus. Ryan shared the letter of agreement. The hourly rate is \$385/hour and the firm requests a deposit of \$2500. Ryan requests approval from the Board to sign an agreement. Board members indicated the necessity and importance of having access to a good lawyer. **Cody motions that the Board approve Ryan to sign the letter of agreement with Jordan Ramis on behalf of KCA. Grace seconds. Motion passes. Unanimous.**

Meeting adjourned at 6:34pm.

#### Upcoming Meetings

- 5pm Monday, November 4, 2024
- 5pm Monday, December 2, 2024

\* = denotes meeting held on a different Monday this month (other than 1st Monday) due to holidays or school schedules