



### **December 2020 Board Meeting**

December 10, 2020

5 pm

Attendees (Via Zoom)

Russ Kirk

Alice Dickherber

Kwofe Coleman

Colby Heckendorn

Genevieve Backer

Julius Anthony

Gay Lorberbaum

### **Approval of Meeting Minutes**

Motion by Gay Lorberbaum/second by Julius Anthony to accept MInutes from November 2020 Meeting

### **Co-Founder Report**

#### **Recruitment Update**

- Applications are on track with goals (12/7/20 - 43 applications); 1/21 next recruitment window closes. Need 25 applications to meet the goal for that window.
- At-home learning kits are helping grow the database and connect directly with families
- Strong geographic diversity in the applicant pool so far
- Connecting with midtown community services and early childhood centers
- Co-founders have a digital marketing strategy & a phone banking strategy. Purchased a list through Knock of phone numbers and addresses - people who have school age children.
- Mini kit - Martin Luther King day kit for engagement.
- Info session planned for first week of January

#### **Teacher Recruitment Update**

- Plan: 17 employees
  - Application form will be live soon, and there is a plan to market positions locally and nationally.
  - Will be looking for people who have taught in schools like Atlas.
- Diversity of staff is a priority
- Hiring will be dependent on recruitment. Co-Founders will be conservative.

#### **Facilities Update**

- Kwofe is speaking to the Board President of Central Baptist on Saturday to finalize details of a lease agreement.

- Having a physical space is important for recruitment.
- Gratitude to Michael Backer who is helping us with space negotiations

### **Finance Update**

- Giving Tuesday - \$4,280
- New School Venture Fund \$15,000 more than anticipated received
  - These initiatives provide a cushion for the planning year budget

### **Board Business**

Question for us to address: How will committees work in between board meetings?

- Committees need to be strong entities that allow the school heads to report, and the committees report at the Board meetings (with support from the head of school).
- LDR - selected as back end provider
- Judy Sclar-Stein is reviewing generic policies and helping with reviews.
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### **Motion to Approve HR Policies**

Alice Dickherber moved to approve

Kwofe Coleman seconded

Unanimous vote to approve.

### **Motion to Approve Governance Policies**

Alice moved to approve the updated Governance Policies

Kwofe Coleman Seconded

Unanimous vote to approve

### **Agenda item for Board Work**

- Is Best Practice to let heads of school vet vendors set levels above which the HOS/Director needs to bring to the Board? What should those levels/policies look like for Atlas?
- Review governance policies and begin to build out infrastructure for Board Work

### **Vendor Presentation - LDR**

William Rebore

Paul Doerrer

5 services

1. Part time personnel
2. Financials (Payroll, accounts payable, payroll, work with auditor to do annual audit)
3. CFO services
4. Food service & transportation
5. Consulting

LDR has a list of Missouri Public and Charter Schools that are clients. They have provided different services to different schools and districts; some similar to Atlas. LDR is extremely experienced and many of their employees are retired public school teachers and administrators.

**Vendor Presentation - TeacherEase**

Marty Bennet

Common Goal Systems- TeacherEase - Student Information System Platform

Clients: LiftforLife, Hope Leadership Academy; Kairos Academy; they work with 60 MO school districts. They understand DESE's reports and can provide the data in the correct format. Their focus is small to medium size schools.

Have worked with schools that are opening like Atlas. TeacherEase is critical because the reporting in the format required by DESE ensures that Atlas will report correctly and be paid by the state in accordance with the student population.

**Motion to Approve Contract with TeacherEase**

Kwofe Coleman motion to approve contract

Gay Lorberbaum Second

Contract with TeacherEase approved.

**TASKS**

Finance Committee will do research before next meeting about the threshold for spending/board approval

**Looking Ahead**

January 14, 5pm Board Meeting

-going forward we will keep the second Thursday of the month at 5pm.

-Board Governance documents - available for review.

Meeting closed at 6:39 pm