

KIPP:MINNESOTA



COLLEGE PREP PUBLIC SCHOOLS

Meeting Date: June 15, 2016

Start time: 7:30am **Adjourned:** 10:50am

Location: KIPP North Star Academy

Meeting Type: Board of Directors

Minutes submitted by Alison Balan, Director of Development

Board Members Present:	Present: Caroline Correia, Lisa Dunlap, Latasha Gandy, Tris Ivory, Michael Kurhajetz, Steve Pieper, Brenda Quaye, Ben Shane, Sean Walker, Cam Winton	Quorum? yes
Board Members NOT Present:	None	
Staff Members Present:	Alvin Abraham , Luwam Arefe, Alison Balan, Amanda Dahm, Becky Gallt,	
Guests Present:	Stephanie Olson (VOA), Renee Uzong (voted onto the board)	

Agenda Item	Conflict of Interest Reminder				
Motion	No motion				
Made by:			Seconded		
Discussion	Cam inquired if any conflicts of interest have come up since the last meeting and gave a quick reminder.				
Voted:		Yea		Nay	Abstain
Action:					

Agenda Item	Consent Approval: March Board Minutes, Executive Committee Minutes, Finance Minutes, Governance Minutes				
Motion	To approve the minutes as presented.				
Made by:	Lisa Dunlap		Seconded	Tasha Gandy	
Discussion	None				
Voted:	10	Yea	10	Nay	Abstain
Action:	Motion passed				

Agenda Item	Governance-Nomination of new board member.				
Motion	To nominate Renee Uzong as our newest board member				
Made by:	Cam Winton		Second:	Ben Shane	
Discussion	Renee stepped out for discussion. Renee has been on governance committee since fall 2015 and a volunteer since spring 2015, and donor.				

	<p>Cam, said he his professional friends with her. He invited her for Career Day and he cannot recommend her highly enough. We are allowed 13 members and now have 12. Brian Shephard is transitioning off. We will have a new teacher representative. Ben said if we bring on more people, we need to follow our new onboarding plan. Michael asked if there any attributes that we are missing that we should be looking for? Ben suggests that as part of the strategic planning to examine skill gaps on the board. Cam – mentions Peter Hicks as a potential future candidate.</p>					
Voted: 10	10	Yea	10	Nay	0	Abstain
Action:	Motion passed					

Agenda Item	Committee changes					
Motion	Move HR from Finance to Governance					
Made by:	Cam		Seconded	Ben		
Discussion	<p>Confirm board meeting dates and retreat date. Committees: Finance HR and Operations. Changing to move HR to Governance. Caroline suggests a recruiting committee. Could be a feeder for board members. Alvin said a fantastic idea and they would connect off-line.</p>					
Voted: 10	10	Yea	10	Nay		Abstain
Action:	None					

Agenda Item	Development Committee					
Motion	None					
Made by:			Seconded			
Discussion	<p>FY2016 YTD \$862,847, 108% of goal. Approximately \$60,000 for FY2017 to date. Exceeded our goal for both foundations and individuals, fell short for corporations. That will be focus of FY2017 Sean: we need a clear strategic plan and message. Compelling communication to compel donors to give more. Brenda – I have been other boards and know people who give to education. We should each think of 5 people to bring to coffees.</p>					
Voted:		Yea		Nay		Abstain
Action:						

Agenda Item	School Report					
Motion	To enter authorizer extension.					
Made by:	Tasha Gandy		Seconded	Tris Ivory		
Discussion	<p>Review and approve revisions to VOA-KIPP authorizing contract. We will amend and extend our contract with VOA to June 30, 2018. Amending goals – growth in reading science and math scores. State allows authorizers to do a renewal for 5 years. However, VOA was not comfortable doing that. So they are extending for three years to allow KIPP time to make progress and get used to new building and staffing.</p>					

	Can Cam sign this document that lists the following: 1). Extension – to June 20, 2018 2). Adjustments – see document – did we meet metrics and utilize innovative teaching methods.					
Voted: 10	10	Yea	10	Nay		Abstain
Action:	Motion passed					

Agenda Item	Finance Committee					
Motion	To adopt and approve financials for March, April and May.					
Made by:	Michael Kurhajetz		Seconded		Ben Shane	
Discussion	Financials – \$830K cash. 21% fund balance. A good school is about 22%. This time last year, we were at 10%. Our policy mandates that we will get to 20%. We are at 92% of year with 91% revenue received and 88% expenses.					
Voted: 10	10	Yea	10	Nay		Abstain
Action:	Motion passed					
Motion	To approve KIPP MN being trustee of scholarship fund					
Made by:	Caroline Correia		Seconded		Lisa Dunlap	
Discussion	Use of a trust fund – motion to approve KIPP MN being the trustee of scholarship.					
Voted: 10	10	Yea	10	Nay		Abstain
Action:	Motion passed					
Motion	To adopt FY2017 budget					
Made by:	Michael Kurhajetz		Seconded		Ben Shane	
Discussion	FY2017 Budget – 1). Startup costs of new school 2). 2 teachers 3). Intervention 4). Increasing 6 th grade 5). Full time nurse Alvin – opening kindergarten. We get some startup funds but we need additional fundraising. Example, Amanda’s vision – small group instruction every day. Therefore, we will have a lead teacher for k and 1 st plus a co-teacher. Adding a full time nurse. We are also adding a Talent Management position (Luwam). Intervention person Looking at budget fund projections – budget based on lower enrollment numbers than our goal.					

Agenda Item	School Updates					
Motion	Motion to approve school calendar					
Made by:	Michael Kurhajetz		Seconded		Lisa Dunlap	
Discussion	For the 2015/16 school year - three priorities – 1. Measure what matters – 2. Instruction First					

	<p>3. Intervene early and often</p> <p>Results 9 of 10 measurements our kids improved. Our kids are making as much or more than other KIPP schools</p> <p>School calendar Longer school day and year. Increasing instructional time for kids while keeping time for staff professional development.</p>					
Voted: 10	10	Yea	10	Nay		Abstain
Action:						

Agenda Item	KTC Update					
Motion	None					
Made by:			Seconded			
Discussion	<p>1. Hs placement 100% applied to at least 3 hs. 77% kids at college prep hs. Goal is 85% by June 30, 2016</p> <p>2. HS Support 96% contacts goals met >60% class of 2017 have complete college wish lists</p> <p>3. College Counseling Goals on target College transition retreat planned</p> <p>Funding and staffing Secured \$90,000/year from UNCF to hire an additional team member AmeriCorps VISTA for 2016/17</p>					
Voted:		Yea		Nay		Abstain
Action:						

Agenda Item	Recruitment					
Motion	None					
Made by:			Seconded			
Discussion	<p>The team has very aggressive weekly goals. Entirely new recruiting team – Shelly and all new recruiters.</p>					
Voted:		Yea		Nay		Abstain
Action:						

Meeting adjourned at 11am