



Meeting Date: 8/17/16 **Start Time:** 7:32 **Adjourned:** 10:57
Location: KIPP Minnesota
Meeting Type: Board of Directors
 Minutes submitted by Liza Hill, Director of Operations

Board Members Present:	Present: Cam Winton, , Steve Pieper, Ben Shane, Mike Kurhajetz, Brenda Quaye, Caroline Correia, Sean Walker, Renee Uzong	Quorum? yes
Board Members NOT Present:	Latasha Gandy, Lisa Dunlap, Tristofah Ivory	
Staff Members Present:	Alvin Abraham , Luwam Arefe, Liza Tickle, Alison Balan, Rebecca Gallt	
Guests Present:		

Agenda Item	Conflict of Interest Reminder					
Motion	No motion					
Made by:			Seconded			
Discussion	Cam Winton reminds the board of the conflict of interest. Steve reminds the board and staff if a topic comes up during the meeting that is conflict of interest to them, those folks are asked to leave.					
Voted:		Yea		Nay		Abstain
Action:	None					

Agenda Item	Consent Approval: Board Minutes, Executive Committee Minutes, Finance Minutes, Governance Minutes					
Motion	To approve June minutes as presented					
Made by:	Sean Walker			Second:	Renee Uzong	
Discussion						
Voted:	8	Yea		Nay	0	Abstain
Action:						



Agenda Item	Governance					
Motion	To renew board service of Steve Pieper for 3-year term ending May 31, 2019.					
Made by:	Sean Walker		2 nd		Mike Kurhajetz	
Discussion	Mike reiterated Steve's value to the Finance committee and the board, and how strongly he recommends his term renewal.					
Voted:	6	Yea		Nay	0	Abstain
Action:						

Agenda Item	Governance					
Motion	To have Luwam Arefe join board as teacher representative for 2-year term ending May 31, 2018.					
Made by:	Cam Winton		Second:		Sean Walker	
Discussion	Cam reiterates Luwam's dedication, experience, and long term service to the school.					
Voted:	7	Yea		Nay	0	Abstain
Action:						

Agenda Item	Governance—Review of Board Handbook and Policies					
Motion	No motion					
Made by:			Second:			
Discussion	In accordance with recommendation from authorizer (Volunteers of America), school will have outside counsel review all school policies annually to confirm compliance with the law. The board discussed reviewing in-house vs. hiring outside counsel, and agreed that the expertise from an outside perspective would be best.					
Voted:		Yea		Nay	0	Abstain
Action:						



Agenda Item	School Report:					
	Update on the beginning of the 2016-17 school year.					
Motion	No motion					
Made by:		Second:				
Discussion	8.18.16 marks the first day of kindergarten and first grade! Over 80% of attendance to Back to School Night. There is great energy and the school is off to a great start!					
Voted:		Yea		Nay	0	Abstain
Action:						

Agenda Item	School Report:					
	School Performance Dashboard					
Motion	No motion					
Made by:		Seconded				
Discussion	Rebecca Gallt gives the board the overview of the academic goals. She covered the three major assessment tests, goal setting, and the regional dashboard.					
Voted:		Yea		Nay		Abstain
Action:						

Agenda Item	Development:					
	Update					
Motion	No motion					
Made by:		Second:				
Discussion	Alison Balan discussed current Fundraising topics. We finished FY16 at 110% of goal. For FY17 we are at 10% of our goal. A multi-year giving plan strategy is in the works. Alison stressed the importance of the community tour, summer volunteer day, the opening of the elementary school, the ribbon cutting community event, and KIPP talk dates for board attendance.					
Voted:		Yea		Nay	0	Abstain
Action:						

Agenda Item	Finance Committee:					
	Status Report					
Motion	No motion					
Made by:		Second:				

KIPP:MN

COLLEGE PREP PUBLIC SCHOOLS

Discussion	Steve reported that we ended FY16 with a cash balance of \$849K. Fund balance is at 24%. He gave the board the specific details of expenditures and revenues that got us to that point.					
Voted:		Yea		Nay	0	Abstain
Action:						

Agenda Item	Finance Committee: Status Report					
Motion	Motion to approve June Financials					
Made by:	Mike Kurhajetz			Second:	Cam Winton	
Discussion						
Voted:	7	Yea		Nay	0	Abstain
Action:						

Agenda Item	Designation of Identified Official with Authority for the MDE External User Access Recertification System					
Motion	To nominate Alvin Abraham, Executive Director, as the Identified Official of Authority for KIPP Minnesota.					
Made by:	Mike Kurhajetz			Second:	Caroline Correia	
Discussion						
Voted:	7	Yea		Nay	0	Abstain
Action:						

Agenda Item	Finance Committee					
Motion	To approve Cam Winton and Steve Pieper (in their capacity as Board Chair and Board Treasurer, respectively) as authorized bank signers at Venture Bank.					
Made by:	Sean Walker			Second:	Ben Shane	
Discussion						
Voted:	7	Yea		Nay	0	Abstain
Action:						

Agenda Item	Finance Committee					
Motion	Venture Bank as the depository					



Made by:	Cam Winton	Second:	Mike Kurhajetz
Discussion			
Voted:	7	Yea	Nay 0 Abstain
Action:			

Agenda Item	Finance Committee		
Motion	To approve BKDA accounting firm, Cam Winton, and Steve Pieper (Winton & Pieper in their capacity as Board Chair and Board Treasurer, respectively) as having authority to make Electronic Fund Transfers. (BKDA can only make transfers with approval by Board Treasurer or Board Chair)		
Made by:	Mike Kurhajetz	Second:	Ben Shane
Discussion			
Voted:	7	Yea	Nay 0 Abstain
Action:			

Agenda Item	Finance Committee		
Motion	To approve Executive Director, Principals of KIPP Minnesota, and Business Operations Manager as all authorized users of school-issued credit cards for authorized school expenses.		
Made by:	Cam Winton	Second:	Steve Pieper
Discussion			
Voted:	7	Yea	Nay 0 Abstain
Action:			

Agenda Item	Finance Committee		
Motion	To dedicate The Northside News for public notices.		
Made by:	Sean Walker	Second:	Mike Kurhajetz
Discussion			
Voted:	7	Yea	Nay 0 Abstain
Action:			

Agenda Item	Finance Committee		
Motion	To approve BKDA as the Online Banking Resolution.		
Made by:	Steve Pieper	Second:	Cam Winton



Discussion						
Voted:	7	Yea		Nay	0	Abstain
Action:						

Agenda Item	Finance Committee: Executive Director Compensation					
	Review Executive Committee's recommendation for two elements of Executive Director's compensation: i. incentive payout for results in 2015-2016 school year in accordance with pre-set formula; ii. An increase in base salary for 2016-2017 school year.					
Motion	Closed agenda item					
Made by:				Second:		
Discussion	The board's vote was unanimous in approving the incentive payout for the 2015-2016 results. An increase in base salary was discussed, but will be approved at the September EC meeting.					
Voted:	6	Yea		Nay	0	Abstain
Action:						

Agenda Item	Facilities Committee					
Motion	No motion					
Made by:				Second:		
Discussion	Update by Brenda Quaye on process of evaluating school's long-term facility needs. The board discussed the path the direction that we will go in terms of growth, the pace in which it will happen, and making this topic a part of the strategic plan.					
Voted:		Yea		Nay	0	Abstain
Action:						

Agenda Item	Strategic plan process					
Motion						
Made by:				Second:		
Discussion	Topic re-scheduled to discuss at future meeting.					
Voted:		Yea		Nay	0	Abstain
Action:						