



**Meeting Date:** 11/14/15      **Start Time:** 10:05 **Adjourned:** 3:54  
**Location:** KIPP North Star Academy  
**Meeting Type:** Board of Directors  
 Minutes submitted by Liza Tickle, Director of Operations

<b>Board Members Present:</b>	Present: Cam Winton, Brian Shephard, Steve Pieper, Ben Shane, Mike Kurhajetz, Lisa Dunlap	<b>Quorum?</b> yes
<b>Board Members NOT Present:</b>	Dana Mortensen, Latasha Gandy	
<b>Staff Members Present:</b>	Alvin Abraham , Luwam Arefe, Liza Tickle, Alison Balan, Rebecca Gallt	
<b>Guests Present:</b>		

<b>Agenda Item</b>	<b>Student Recruitment</b>					
Motion	No motion					
Made by:			Seconded			
Discussion	Alvin presented the recruitment plan for FY17-FY19. The group discussed enrollment and attrition goals, and Alvin will have updated numbers at the next board meeting. The group did a brainstorming activity to discuss personnel, community events, advertising, and how to utilize parents and students. The group also discussed the “onboarding” and “off-boarding” process of hiring a new director of recruitment.					
Voted:		Yea		Nay		Abstain
Action:	None					

<b>Agenda Item</b>	<b>Finance</b>					
Motion	To approve September and October Financials					
Made by:	Mike Kurhajetz		Second:	Ben Shane		
Discussion	We adjusted to a working budget of 220 ADM. September financials tracked right on target, received \$250K from the Carlson Foundation. Fund balance was at 20%. October expenses still very consistent tracking with budget with a 19% fund balance.					
Voted:	6	Yea	6	Nay	0	Abstain
Action:						



<b>Agenda Item</b>	<b>Finance</b>					
Motion	To approve the FY15 audit					
Made by:	Brian Shephard			Second:	Mike Kurhajetz	
Discussion	Clean audit (no findings), no compliance issues, higher enrollment, fund balance decrease, revenue increase.					
Voted:	6	Yea	6	Nay	0	Abstain
Action:						

<b>Agenda Item</b>	<b>Fundraising</b>					
Motion	No motion					
Made by:				Second:		
Discussion	The fundraising total is 61% to goal. The annual report, one pager, and website have all been completed/distributed. The fall mailing was not hugely successful, but there will be a more targeted mailing for the end of year campaign. There are two community tours remaining for the rest of the year (January 28 <sup>th</sup> , and May 12 <sup>th</sup> ). The May tour will be after KIPPtastic. Cam encouraged every person at the table to attend the 1/28/16 tour, and to bring one person. There will be a lunch on March 15 <sup>th</sup> that will include a Deep Dive on KIPP Through College. KIPPtastic is April 28 <sup>th</sup> and we are still looking to determine the chairperson for that event. 5 hosts have been confirmed and there are three returning committee members.					
Voted:		Yea		Nay	0	Abstain
Action:						

<b>Agenda Item</b>	<b>Governance—Regional Dashboard</b>					
Motion	No motion					
Made by:				Seconded		
Discussion	Alvin presented the Regional Dashboard for FY16.					
Voted:		Yea		Nay		Abstain
Action:						

<b>Agenda Item</b>	<b>Governance—Board and Committee Overview</b>					
Motion	No motion					
Made by:				Seconded		
Discussion	The vice-chair position is open and the Board will appoint someone at the January board meeting. We also have a new parent, Tristofah Ivory, representative that will be joining the Board. The Board will vote on the new parent rep at the January meeting as well.					
Voted:		Yea		Nay		Abstain



Action:	
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<b>Agenda Item</b>	<b>Governance—Board and Committee Overview</b>					
Motion	Acknowledge that Dana Mortenson is stepping down from the board as of 11.14.15					
Made by:	Ben Shane			Seconded	Mike Kurhajetz	
Discussion	Dana has had to step down from the board due to other responsibilities.					
Voted:	6	Yea	6	Nay		Abstain
Action:						

<b>Agenda Item</b>	<b>Governance—Development Committee</b>					
Motion	The Finance /HR/Operations, Governance, and Executive Committee are the only three committees on the KIPP Minnesota Board. There is separate working group for KIPPtastic.					
Made by:	Cam Winton			Second:	Mike Kurhajetz	
Discussion	The recommendation was to combine Development with Finance, and table the Development committee for this year. Considering the board size at this time, it makes sense for now, but long term we will potentially add it back in. Steve Pieper brought up the idea that there is a need of an additional committee. Cam commented that the KIPPtastic working group would provide enough opportunity to support without overlapping committees. Long term the focus will be on what additional work we need to do to justify an additional committee.					
Voted:	6	Yea	6	Nay	0	Abstain
Action:						

<b>Agenda Item</b>	<b>Facilities</b>					
Motion	No motion needed					
Made by:				Second:		
Discussion	KIPP met with Minnetonka Funding group and Mortenson Construction to discuss the future of the facility and expansion over the next several years. We are putting the steps together in order to get the building where we need to be and sign a lease extension. There are some specific changes that will need to be made in order to make the building ready for Kindergarten next year. There will an update report on the progress that has been made at the January board meeting.					
Voted:		Yea		Nay	0	Abstain
Action:						



<b>Agenda Item</b>	<b>KIPP North Star Academy Update</b>					
Motion	No motion					
Made by:			Second:			
Discussion	Luwam is rebuilding culture. 6 <sup>th</sup> grade started off very strong culture and there is excitement about what can happen academically for them. The 7 <sup>th</sup> and 8 <sup>th</sup> grade is struggling and a few structures have changed in the last couple of weeks. The homerooms have changed to smaller group advisories. This is to provide more consistency and support. The majority of Luwam's time has been spent rebuilding the structure of the upper school. The goal setting structure has also been revised to be more reasonable and attainable. The behavior system is working well since it was changed last year. He also mentioned that the talent and recruitment infrastructure is currently the principal's responsibility, which means cultivation doesn't get the attention it needs. Talent and Recruitment needs to become a priority for KIPP Minnesota, which ideally would result in hiring a regional position.					
Voted:		Yea		Nay	0	Abstain
Action:						

<b>Agenda Item</b>	<b>KIPP North Star Primary</b>					
Motion	No motion					
Made by:			Second:			
Discussion	Alvin gave a Fisher Fellowship Update. Amanda will present her School Design Plan at the next board meeting, which will show every component of the elementary school. The first student and talent recruitment events will be held at the end of November. Recruitment for both remains top priority.					
Voted:		Yea		Nay	0	Abstain
Action:						

<b>Agenda Item</b>	<b>KIPP Through College</b>					
Motion	No motion					
Made by:			Second:			
Discussion	Becky Gallt and Alex Plattner presented on KIPP Minnesota's KIPP Through College program including caseload, design, placement, advising, and counseling.					
Voted:		Yea		Nay	0	Abstain
Action:						

<b>Agenda Item</b>	<b>Action Items</b>					
Motion	No motion					
Made by:			Second:			
Discussion	Student Recruitment—Alvin hiring a Recruiting team. Fundraising—Board members to attend next community tour and KIPPtastic, and bring guests.					



	<p>Governance—Alvin will confirm all current board members, and Cam will follow up with perspective board members. Ben will continue with onboarding a perspective members, and the board will fill the vice-chair role.</p> <p>Facilities—Alvin will continue conversations with Mortenson construction, and we will continue to move slowly toward our decision on future of the current facility.</p> <p>Finance—look into new role of Talent and Recruitment Manager</p>					
Voted:		Yea		Nay	0	Abstain
Action:						