

KIPP CHARLOTTE BOARD MEETING – JANUARY 2019

The scheduled meeting of the KIPP Charlotte Board of Directors was held on January 25, 2019 at Beacon Partners, located at 500 E. Morehead St., Charlotte, NC

Board members in attendance: Becky Winkler, Campbell Wilson, Adam Smith, Matthew Bohlen, Michelle Connley-Gore, Jon Morris, Zach Manis, Bobby Robinson

Board members in attendance via phone: Karin McGinnis, Alice Schulte, John Alford

Board members absent: Tom Duncan

Others in attendance: Megan White (Chief of Staff), Christian Drake (Director of Finance & Operations), Anokhi Saraiya (Head of Schools), Heather Moeller (Director of Development)

Welcome: Becky Winkler welcomed all in attendance and called the meeting to order at 10:05a.m.

Approval of agenda: The board reviewed the agenda and found no changes. Alice Schulte motioned to approve the agenda, which was seconded by Adam Smith. The agenda was approved unanimously.

Approval of minutes: The board reviewed the minutes from the December meeting and found no changes. Adam Smith motioned to approve the minutes, which was seconded by Cam Wilson. The minutes were approved unanimously.

Board Chair Report: Becky Winkler began her report by referencing recent discussions with Crystal Rountree and the exploration of partnership opportunities with Teach for America. Ms. Winkler continued by noting that she had begun the process of her one-on-one meetings with KIPP Charlotte Board members and would be following up with everyone to get time on their calendars. Other items discussed included the upcoming KIPP Schools Summit, and an update on the search for a new Chief of Staff, with interviews to fill the vacancy scheduled for February 4, 2019.

Schools Report: Megan White and Anokhi Saraiya provided updates on attrition which is trending lower than in recent years. Ms. Saraiya indicated that in part she believes improved attrition is attributable to the work of Tiffany Flowers and her excellent interactions with students and families at the middle school. Ms. Saraiya continued the schools report by providing the Board with an update on the results from the recent Winter MAP testing. Ms. Saraiya mentioned that some of the challenges are related to the number of students that are new to KIPP and offered that solutions will include more reading at home and key hires for next year.

Finance/Audit Report: Christian Drake provide an overview of the financials through December 31, 2018 noting that year to date revenue was lower than anticipated due primarily to two late payments from CMS for per pupil funding. The late payments in aggregate totaled approximately \$362,000 and were received together in January 2019. Mr. Drake continued by noting that while some line items on the expense side (Books/Supplies, Technology, etc.) were trending slightly over budget, this was primarily due to the nature of these expenses being “ front-loaded” in the beginning of the year and that he expected these expenses to normalize as the year progresses. Mr. Drake noted that overall expenses were at 44% through the first half of the fiscal year.

Mr. Drake continued his report by offering a proposed budget revision to take into account a reduction of fundraising expectations. Appropriate cost reductions were made to account for the updated revenue. Jon Morris motioned to approve the changes as recommended and Becky Winkler seconded the motion. The proposed budget changes were approved unanimously.

Governance report: Alice Schulte reviewed the compliance and risk management checklist with the Board and thanked Ms. White and Mr. Drake for their input. Ms. Schulte also discussed the importance of recruiting new

members to the Board and suggested that recruiting for participation from Wells Fargo and Bank of America should be considered. Ms. Schulte reminded the Board that a review of goals would be included on the agenda for the April 2019 meeting.

Strategic Planning: Ms. Winkler and Ms. White provided an update concerning the recent vote by the KIPP ENC Board to discontinue exploration of a merger at this time and shared the communication received from KIPP ENC Executive Director, Ms. Tammi Sutton. Discussion continued about next steps, including the need to now hire a permanent Executive Director for Charlotte. Given the termination of the merger discussions, the Board discussed the need to terminate the shared employee agreement with KIPP ENC for the services of Ms. Saraiya. Matthew Bohlen made the motion to terminate the agreement and the motion was seconded by Adam Smith. The termination of the agreement was approved unanimously. A motion was then made by Mr. Bohlen to hire Ms. Saraiya as a full time KIPP Charlotte employee. The motion to hire was seconded by Ms. Winkler and was unanimously approved. Ms. White concluded that she would formally notify KIPP ENC of the decision to terminate the agreement.

Development Report: Heather Moeller updated the Board on a recent contribution and thanked Ms. Saraiya, Ms. McCormick and Ms. Patel at the elementary school for their participation in helping to secure the contribution through their professionalism and dedication. Ms. White walked the Board through the fundraising data provided in the Board materials and provided a proposal from PMA Consulting to perform an engagement on fundraising strategy. Discussion ensued and the board agreed to revisit the proposal from PMA Consulting later in the Spring.

Adjournment: Becky Winkler moved to close the meeting at 12:00 p.m., which was seconded by Matthew Bohlen.