

## KIPP CHARLOTTE BOARD MEETING – OCTOBER 2019

The scheduled meeting of the KIPP Charlotte Board of Directors was held on October 11, 2019, at 500 E. Morehead Street, Charlotte, NC 28202.

**Board members in attendance:** Matthew Bohlen, Michelle Connley-Gore, Lisa McMillan, Jon Morris, Alice Schulte, Adam Smith, Becky Winkler

**Board members in attendance via phone:** LaTanya Bowman, DeAnthony Hill, Zach Manis, Karin McGinnis

**Board members absent:** Tom Duncan, Meka Turner

**Others in attendance:** Anokhi Saraiya (Head of Schools), Stacy Johnson (Chief of Staff), Heather Moeller (Director of Development), Christian Drake (Director of Finance and Operations), John Kalafatas (KIPP Foundation Relationship Manager), Jamie McCarthy (Director of Talent), Dinesh Chopra (Prospective Board Member), Matthew Perry (Prospective Board Member), Emily Phillips (Prospective Board Member), Steve Willen (Prospective Board Member), Kevin Zhao (Prospective Board Member)

**Welcome:** Becky Winkler welcomed all in attendance and called the meeting to order at 10:08 AM.

**Inspiration:** Anokhi Saraiya started the meeting by citing the recent Mathematica study results released which concluded that “the impact of attending a KIPP middle school would be almost large enough to erase the nationwide racial disparity in college enrollment rates.” She also shared the story of a student who initially struggled to adjust to the culture of KIPP but is now improving.

**Approval of agenda:** The board reviewed the agenda and found no changes. Jon Morris moved to approve the agenda, and Michelle Connley-Gore seconded the motion. The agenda was approved unanimously.

**Approval of minutes:** The board reviewed the minutes from the September meeting and found no changes. Alice Schulte moved to approve the minutes, and Matthew Bohlen seconded the motion. The minutes were approved unanimously.

**Board Chair Report:** Becky Winkler began the report by introducing the five prospective new board members in attendance, as well as allowing the rest of the attendees to introduce themselves. Ms. Winkler asked for signed Commitment to Excellence forms to be turned in, announced that she is accepting nominations for a new vice chair, and clarified that all of the board meetings for this year will be held at 500 East Morehead Street. Finally, Ms. Winkler thanked the board for completing the board self-assessment survey and reviewed the strengths and areas for growth identified.

**Schools Report:** Anokhi Saraiya began the report by introducing the new quarterly principals’ reports which will be presented to the board four times per year. Highlights identified by the principals so far this year include frequent teacher observations and the successful launch of a new advisory program at the middle school as well as structured morning meetings and strong leadership from new grade team leaders at the elementary school. Areas for growth for both schools are improving MAP data and finding better coverage solutions for teacher absences. Ms. Saraiya then shared the MAP testing data with the board, as well as the final math EOG results, which showed growth across all grade levels and across most cohorts over last year. Ms. Saraiya shared with the board that the current areas of focus for

the region are enrollment, attendance, and academic growth. Finally, Ms. Saraiya shared with the board areas in which they can potentially provide immediate support, including morale boosters for staff (ie: food, snacks, donated services), translation services, sticky labels, post-its, website support, transportation money for field trips, connections to family services organizations to help with families in need of housing, mentoring individual students, connections to retired teachers who might volunteer to help with coverage, and sneakers for our student athletes. Mr. Morris requested dates and dollar amounts for specific field trips, and Mr. Chopra requested a flyer to give out with the details of these specific items needed and the cost associated with them. Ms. Saraiya finished by thanking several board members for specific supports provided recently, including tree donations, support with a parent concern, and assistance with legal advice. Mr. Smith recommended that board members link their Harris Teeter VIC cards to KIPP Charlotte, and Ms. Schulte recommended that board members ensure that their Amazon Smile accounts are also linked to KIPP Charlotte.

**Finance Report:** Matthew Bohlen reviewed the goals set by the finance team for this year. Christian Drake then provided an overview of the financials, detailing the budget versus actual spending through August, the projected cash flow, and the bank account balances. Mr. Drake clarified that KIPP Charlotte is still waiting to find out what the state per pupil funding will be this year. While there is an enrollment gap, KIPP Charlotte budgeted conservatively regarding the per pupil funding, did not fill two vacant staff positions, and included contingency funds in the budget. The board requested that the fundraising totals be separated from the local fundraising line item to allow for more in depth analysis moving forward. Mr. Drake proposed a BBVA resolution revision authorizing Matthew Bohlen, chair of the finance committee, to replace former board member Campbell Wilson to execute and deliver any and all loan documents along with Becky Winkler, Board Chair. Alice Schulte moved to approve the revision, and Adam Smith seconded the motion. The revision was approved unanimously. Mr. Drake also proposed adding Stacy Johnson (Chief of Staff) and Anokhi Saraiya (Head of Schools) as authorized check signers. Becky Winkler moved to approve the addition, and Lisa McMillan seconded the motion. The additions were approved unanimously. Matthew Bohlen then provided an update on the work that has been done regarding financing our state pension obligation. The finance committee recommends selecting a financial advisor to help in choosing an underwriter for this project. Alice Schulte moved to authorize the finance committee to move forward with interviewing potential financial advisors, and Michelle Connley-Gore seconded the motion. The motion was approved unanimously.

**Governance Report:** Alice Schulte reviewed the goals set by the Governance Committee. Ms. Schulte then summarized a parent complaint submitted via email regarding an alleged 504 plan violation from last school year. Ms. Schulte reviewed the grievance policy for the board members, and Governance committee members Karin McGinnis and Head of Schools Anokhi Saraiya summarized the investigation conducted which determined that there was no evidence of a violation found. The Governance Committee recommended that a written response to the complaint be prepared and delivered to the parent. Jon Morris moved to accept the Governance Committee's recommendation, and Matthew Bohlen seconded the motion. The motion was approved unanimously.

**Development Report:** Michelle Connley-Gore shared the revised elevator pitch talking points with the board members. Ms. Connley-Gore also requested two data points related to the long term impact of KIPP Charlotte on our students' outcomes. Heather Moeller requested the any board members with media connections who have not yet completed the document sent please do so. In addition, Ms. Moeller shared invitations for the upcoming fundraiser, "An Evening with Steve Smith, Sr."

**Strategic Planning Report:** Becky Winkler reviewed the Strategic Planning Committee goals with the board. Ms. Winkler then updated the board that On-ramps was selected by the search committee to proceed with the search for an Executive Director. The job description will be sent to the board soon. A request was made for talking points and consistent language for the board and the staff to accurately define the merger possibilities. John Kalafatas also added that he is working on a timeline with decision points for the board to clarify the process. Board members reiterated the need to bring all important decisions to the full board for approval throughout the process.

**New Business:** None

**Adjournment:** Alice Schulte made a motion to adjourn at 12:03 PM. The motion was seconded by Matthew Bohlen, and the meeting was unanimously adjourned.