

MEETING MINUTES | March 30, 2021 12:30 PM

Zoom Conference Call

BOARD MEMBERS IN ATTENDANCE	KIPP ENC STAFF IN ATTENDANCE	GUESTS IN ATTENDANCE
<ul style="list-style-type: none"> ● Mary Brown ● Arthur Rogers ● Doug Kahn ● Minnie Forte-Brown ● Julius Tillery 	<ul style="list-style-type: none"> ● Tim Saintsing ● Maura Sullivan 	<ul style="list-style-type: none"> ● Ms. Byrd ● Cameron Byrd ● Chris Cromwell

- **Call to Order (Arthur Rogers):** 12:35 PM
- **Welcome and Agenda-** Arthur Rogers
- **Public Comment** - Cameron Byrd, student at KIPP Halifax presented his Ronald McDonald “tab” collections and his participation in 4-H Livestock competition. Requested board members financial support. Letter to be shared by mom.

Motion	Moved	Seconded	Approved
Approval of minutes from 2/27/2021 meeting	Mary Brown	Minnie Forte-Brown	All
Approval of minutes from 3/11/2021 meeting	Mary Brown	Minnie Forte-Brown	All

- **Finance Committee Report** - Chris Cromwell
 Chris discussed the 2020 audit findings:
 1. Policy around Exceptional Children’s staffing and licensure; has been fixed.
 2. Athletic Compliance for policy surrounding concussions. Signatures were missing creating noncompliance.
 3. New Management Letter created outlining:
 - a. Financial controls
 - b. Policies acknowledgments
 - c. Correct state language on contracts
 - d. Identify internal person to ensure correct implementation of contracts

- e. A number of FY 20 internal policies out of alignment, Chris will craft appropriate steps to rectify.
 - i. Check signers not approved by bank
 - ii. Necessity for 2 check signers over \$5,000.00, staff followed \$10,000.00 limit.
- 4. Balance Sheet items
 - a. System of reconciliation needs to be established, Chris will craft to create robust recording in house.

Arthur proposed on behalf of the Finance Committee the acceptance of the 2020 Audit.

● **Discussion on reopening plans-** Tim Saintsing

- Governor Cooper's announcement and State Board of Education approving all public schools which include charters open with options.
 - Plan A, in person 4 days a week (9:00 am - 2:00 pm), asynchronous on Friday
 - Plan B, 2 days in person and 2 days remote, asynchronous on Friday
 - Plan C, remain fully remote
 - Survey was sent out to families
 - Plan will be to open after Spring Break

School	Plan A	Plan B	Plan C
Gaston Primary	51%		48%
Halifax Primary	53%		47%
Durham Middle School		58%	42%
Gaston Middle School		53%	47%
Halifax Middle School		52%	48%
Gaston Pride High School		43%	57%

- Development of **School Safety Protocol Handbook** to be finalized and shared
- Plans for organizing classrooms are being developed.
- Concerns in regard to lack of return survey's in Durham by Latino families; suggestion made to reach out to David Reece at DCI for help.
- Concern in regard to how teachers are feeling about reopening. Teacher and staff were meeting parallel to this meeting to discuss.

- Dr. Watkins, who is working with NAACP chapters around the state, spent time with KIPP ENC staff to share information about vaccines; he held three community meetings.
- **KIPP NC Support Organization Launch Update** - Tim Saintsing

Structured around 6 strategic initiatives: Year Zero - Year One

1. Anti-Racism-
 - Working group continues to push forward, slowed because of reopening focus. Soon to land on PD for staff.
 - April 2021- Chief Equity Officer recruitment/interviews
2. Launch KIPP Board - John K and Tim spear heading effort
 - Recruitment
 - Interviews
 - Recommendations to NC Board (7 founding members)
 - Ideally name 2-3 new members representative of communities we are serving.
3. Academics - Working group evaluated ecosystem
 - Has determined K-8/9 foundational skills curricula, will present for approval, then purchase and develop PD.
 - Searching for consultants to assist with interim assessments
 - Offer letters going out to returning staff
 - CAO and HOS are soon to begin the Relay National Principals Supervisors Program.
4. Talent - Tim shared the different version of org chart and how they have begun to fill in
 - CAO will likely be named this week from an internal candidate.
5. Growth & Sustainability-
 - Implementation of HRIS which will streamline HR, payroll, and benefits selection for employees
 - In contact with new benefits broker
 - RFP to go out for new food service providers
 - KIPP NC website and logo development
 - Grants submission ongoing
 - FY22 budget work ongoing

State Approval of support agreement

- Amendments were submitted and approved March 8 to amend charters and enter into a membership agreement and a support agreement between KIPP NC and KIPP ENC
- NC Board of Education will be introduced to amendments in 2 weeks and vote in May
- Proposal made:

Motion	Moved	Seconded	Approved
To approve the following: <i>KIPP ENC seeks to enter into a Charter Support Agreement with KIPP North Carolina on July 1, 2021.</i>	Arthur Rogers	Mary Brown	All

6. Pension buy-out discussions with employees continue and have been positive so far.

- Tim shared immense gratitude for all the hard work, commitment, and patience from all Board members throughout the past few months.

Motion	Moved	Seconded	Approved
To adjourn the meeting at 1:56 pm	Doug Kahn	Mary Brown	All

Next Meeting: May 12, 2021 12:30 pm