

KIPP:ENC

College Prep Public Schools

MEETING MINUTES | June 16, 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">● Reid Phillips● Mary Brown● 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● Ms. Harrison● Lisa Desfosses

- **Call to Order (Reid Phillips, acting Chair in absence of Arthur Rogers):** 12:44 PM
- **Welcome and Agenda-** Reid Phillips
- **Public Comment** - Ms. Byrd presented a number of questions prior to the meeting being called to order:
 1. Her first question was in regard to plans for reopening next year and whether there would be an opportunity for virtual learning. Tim Saintsing addressed that the plans will be mailed with report cards at the end of the week. He also mentioned KIPP NC will follow the state’s recommendation for what is allowed for virtual instruction next year, though it is ENC’s preference that learning happen in-person as much as possible.
 2. Are there plans for reacclimation support and provide clubs for character building? Tim Saintsing shared that quality time over the summer will be spent to determine how best to address this.
 3. What is the expectation of KIPP for parental involvement in the “big picture”? Tim Saintsing shared there has not been resources for family and community involvement but going forward through the external affairs role families will be engaged to determine what the relationship between school and families should look like.

Motion	Moved	Seconded	Approved
Approval of minutes from 5/12/2021 meeting	Minnie Forte-Brown	Doug Kahn	All
<p>Approval of updated authorized signers for KIPP ENC bank accounts:</p> <ul style="list-style-type: none"> ● New Durham DSO: Mary Kathryn Oyaga (remove Ben Pierce) ● New Gaston MS SL: Shawna Mayo (remove Michele Stallings) ● New KIPP ENC Board Chair, Dinesh Chopra (as of 7/1) and removal Arthur Rogers as of 7/1 	Mary Brown	Doug Kahn	All *with reservation from Minnie Forte-Brown (see notes below)
<p>Approval of authorized signers for newly-created KIPP NC bank account:</p> <ul style="list-style-type: none"> ● Tim Saintsing (as Executive Director) ● Dinesh Chopra (as Board Chair) ● Gray Visco (as Director of Finance until internal CFO is hired) 	Doug Kahn	Mary Brown	All
<p>Approval of:</p> <p><i>"The Board authorizes Executive Director, Tim Saintsing, to act on its behalf in the authorization of the assurances and submission of this year's consolidated application in CCIP for KIPP NC Public Schools, including KIPP Charlotte (60L), KIPP Durham (32S), KIPP Gaston (66A), and KIPP Halifax (42A)."</i></p>	Minnie Forte Brown	Doug Kahn	All

<p>Approval of the revised enrollment policy with the following updated language:</p> <p><i>6) The open enrollment period when applications will be accepted shall last a minimum of 30 days.</i></p>	<p>Mary Brown</p>	<p>Minnie Forte Brown</p>	<p>All</p>
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- **Notes in regard to discussion of updated check signers:** Reid Phillips began the discussion questioning whether or not the number of signers was “too many”? Tim Saintsing shared when the new CFO position is filled the entire process of check cutting, and processing will be revisited. Minnie Forte Brown followed up with questioning why we would approve today as opposed to waiting? Tim Saintsing shared he is not aware how much time it will take to fill the CFO position. He also requested approval today and then will determine best practice going forward. Minnie Forte Brown feels it is not a good idea to have 8 signers on an account, though will approve with reservation.

- **KIPP NC Update** - Tim Saintsing

Structured around 6 strategic initiatives: Year Zero - Year One

1. Anti-Racism-

- Approved a firm to partner to lead professional development around DEI in July.
- Launch the search for Chief Equity Officer and hope to fill in July/August.

2. Launch KIPP Board -

- Prospecting, recruitment, and Interviews continue.
- Plans to have KIPP Pride High alum (2010)

3. Academics -

- Planning professional development beginning at the end of July:
 - 1 day surrounding the Science of Reading for entire staff
 - 2 days surrounding the Foundational Skills Curriculum for K-8 teachers.
- Engaging Achievement Network for interim assessment work.
- Establishing a 3-year partnership MOU with Hill Center of Durham. They will partner with us around:
 - Tier 3 Foundational Skills interventions to all K-12 students identified as needing additional support.
- 12 staff members began Relay Principal Training program:
 - The Chief Academic Officer
 - A Head of Schools
 - The Director of Curriculum & Instruction
 - 9 Principals

4. Talent - Tim shared the updated version of org chart and how it has continued to be

filled out with a diverse staff.

- 61% of positions filled with individuals who identify as BIPOC

5. Growth & Sustainability-

- Open enrollment for benefits is currently in progress
- Finance team is working with a national firm.
- 7 applications for the RFP for a food service provider have been received
- KIPP NC website is currently being developed
- Grants submission ongoing
- FY22 philanthropy on track
- FY22 budget work ongoing

- **Enrollment Update** - Tim Saintsing

1. KIPP NC overall is currently 312 applications short of the 3,453 target total.
2. KIPP Durham is 65 applications short of the 380 target total
3. KIPP Gaston is 73 applications short of the 1,365 target total
4. KIPP Halifax is 124 applications short of the 708 target total
5. KIPP Charlotte is 50 applications short of the 1000 target total

Mary Brown questioned why is Halifax so short? Tim shared the slight dialing up of numbers and late start to engagement strategies around recruitment.

- **Finance Report**- Lisa Desfosses (Time ran short)

Everyone received the most current FY22 budget and the offer was extended for Lisa Desfosses to walk through for anyone. A suggestion was made for a contingency plan approving the budget (allowing staff to develop a more conservative budget based on latest enrollment data throughout the summer).

Motion	Moved	Seconded	Approved
Approve FY 22 Budget with contingency plan	Minnie Forte-Brown	Doug Kahn	All
To adjourn the meeting at 1:28 pm	Mary Brown	Doug Kahn	All

Next Meeting: This was the final meeting of the KIPP ENC board for the 2020-21 school year.