

KIPP GCP and HCP Board of Directors Meeting Summary

Meeting Date: February 19, 2014, 6-8pm

Board and Committee Members in Attendance; quorum achieved

- Ronald Smith
- Randi Dikeman
- Vershenia Moody
- Bob Caudle
- Barbara Hasty
- John Maddrey

Others in Attendance

- Tammi Sutton
- Michelle Stallings
- Emily Cook-Dwight
- Susan Goertemiller
- Dawn Arthur

Summary of Actions

Actions	Owner	Status
Include findings from facility report into the budget process ongoing in schools. Identify key milestones and timelines.	Arthur, Maddrey	Open
In the Board calendar, move the confirmation of auditor to February instead of May.	Arthur	Complete
Review changes to the KIPP Gaston Grievance Policy proposed by the board.	School Leaders	Open

Key Dates:

- April 10 KIPP Gaston College Preparatory Lottery
- April 11 KIPP Halifax College Preparatory Lottery
- April 30 (3:30pm) Senior Signing Day
- June 7 (6:00pm) Commencement for the Pride of 2014

Opportunities to Celebrate and Express Gratitude:

- April 23 Administrative Professionals Day
- May 1 School Leader Appreciation Day
- May 5-9 Teacher Appreciation Week
- May 5-9 Cafeteria Staff Appreciation Week

Summary of Motions

Motion	Status
Move that the draft January minutes be approved.	Seconded; Approved
Move to approve Licensure Renewal Plan.	Seconded; Approved
Move to enter into closed session.	Seconded; Approved
Move to include Ms. Sutton and Ms. Arthur in closed sessions discussion.	Seconded; Approved
Move to make an offer on the factory property at 10% (841,500) over appraisal price; request response by March 10th; include an accommodation for the current tenant.	Seconded; Approved
Move to adjourn meeting.	Seconded; Approved

Full Notes – Open Session

1. Called to Order – Chairman, Ronald Smith, called the session to order at 6:09pm
2. **Motion** that the draft January minutes be approved – seconded and approved
3. Review of Actions
 - a. John Maddrey provided findings on the facilities; report was provided
 - b. “This building is taken care of very well.” John Maddrey
 - c. Not included in the notes –
 - i. Two areas in middle school showed wet ceiling tiles in the snow and rain. Confirm areas with Mr. Maddrey.
 - ii. Consider getting a vehicle for transporting tools from garage to buildings.
 - iii. **Action:** take report provided and add milestones and estimated costs. Add the reported items to the budget process ongoing in schools.
4. Board Calendar
 - a. **Action:** move confirmation of auditor to February instead of May
5. Review of Actions
 - a. BOD Memorize school’s mission – draft cards complete
 - b. Grievance Policy – Ms. Moody in progress with changes; reported on latest findings and progress. School Leaders will review the draft provided on February 19.
6. Governance
 - a. Mr. Smith asked about transportation safety and maintenance – Ms. G. and Mr. Maddrey addressed multiple questions and issues in the meeting. Budget process will include requests for new buses.
 - b. Licensure Renewal Plan – **Motion** to approve Licensure Renewal Plan; seconded and approved.
7. School Report
 - a. Report provided to board members and discussed by Ms. Sutton.
 - b. Discussed the potential for a Durham partnership with KIPP and Durham Public Schools; details are still being determined.
 - c. March 10th – receive initial feedback from SBE on Durham application.
 - d. May 12th and 13th – our entire board needs to be at review of Durham Charter application.
 - e. Charter School Growth Fund green-lighted us for funding.
 - f. May 2nd from 6:30-8:30 – Ms. Smitherman is working with members of Duke to kick off our expansion into Durham.
 - g. **Question:** what information should be on the “mission cards”?
8. **Motion** to enter into closed session – seconded and approved.
9. **Motion** to include Ms. Sutton and Ms. Arthur to remain in this discussion – seconded and approved.

Entered Closed Session.

Open Session

1. **Motion** to make an offer on the factory property at 10% (841,500) over appraisal price; request response by March 10th; include an accommodation for the current tenant.
2. **Motion** to adjourn – seconded and approved.