



College Prep Public Schools

BOARD OF DIRECTOR’S MEETING

Date January 28, 2015
Time 6:00 – 8:00PM
Location KIPP Gaston
 320 Pleasant Hill Drive
 Gaston, NC 27832

Conference Phone Toll Free Dial-in: 712-432-1500
 Conference Code: 267168#

Board Members in Attendance

Randi Dikeman
 Victoria Bennett
 Vershenia Moody
 Gail Worthington
 Curtis Wynn
 Barbara Hasty
 Ronald Smith

Others in Attendance

Tammi Sutton
 Kevika Amar
 Marlo Wilkins
 Dawn Arthur
 Ben Adams
 Susan Goertemiller
 Mrs. Smith
 Dan Levine, Self Help
 Meredith Flowe, Self Help
 Joel Horne, Self Help
 Robert Sotolongo, DTW

SUMMARY OF MOTIONS	Moved	Seconded	Approved
Motion to approve agenda as written.	Smith	Hasty	Yes
Motion to accept the recommendation of the finance committee to accept the term sheet proposed by Self Help on the land bank agreement.	Wynn	Worthington	Yes
Motion to approve the Board Strategic Goals 2014-15 as drafted.	Smith	Moody	Yes
Motion to hire Tiffany McDaniels as a lateral entry addition.	Wynn	Moody	Yes
Motion to approve 2015-16 calendar as proposed.	Moody	Wynn	Yes
Motion to accept proposed changes to the Halifax budget.	Wynn	Smith	Yes
Motion to approve the Board Policies and Procedures document as drafted.	Wynn	Moody	Yes
Motion to approve the Halifax lease as drafted.	Smith	Hasty	Yes
Motion to adjourn the meeting at 8:19.	Moody	Wynn	Yes

SUMMARY OF ACTIONS	Owner	Status
Fill out board member profile and send to Randi Dikeman.	Board Members	Complete
Review how we manage a region with multiple schools and geographic disparity; need to identify a designated, approved alternate person for each board member.	Board Chair	In Progress

Give all board members kippenc.org addresses and a tutorial on hangouts.	Arthur	In Progress
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MEETING GOALS

	Schools	Governance	Finance	Facilities	Development
Resolve or Approve	Pride High Tech Sustainability Plan	Resolve to restructure under 1 EIN (S)	Approve financial policies as a part of "Board Policies"	Approve Halifax Lease (S)	
		Approve all changes to "Board Policies" (needed for RTO)	Approve Halifax Budget Changes (C)	Self-Help on Holloway/Hardee (D)	
Discussion Only Information Only Committee Reports			If changes, approve Gaston Budget (C)	Approve Hardee Acquisition	
		Review Strategic Goals (B)			
		CTE 1 on 1 Reviews (B)	Review Audited Financials (B, C)		
	Regional School Report	Governance Report	Financial & Facilities Report (C)	Financial & Facilities Report (C)	Development Report

Signatures Needed (S) *In Board Calendar (B)*

May Need Discussion (D) *Reviewed in Committee (C)*

OPEN SESSION NOTES

1. OPEN

- a. Meeting called at 6:07PM. Quorum achieved with 7 of 9 members present.
- b. **Motion** to approve agenda as drafted.

2. SELF HELP PRESENTATION

- a. At November meeting, KIPP authorized Self Help to move forward on Hardee
- b. By the end of February, Self Help needs a signed agreement on whether to move forward on Hardee
- c. Holloway building is in the East Durham Children’s Zone (EDCZ)
- d. Holloway will be able to open this summer in a temporary facility
- e. DTW has already submitted a sight plan to support the Durham temporary space option
- f. Near final site plan will be submitted in February; facility will require two temporary uses
- g. Self Help stepped through the Holloway facility design progress
- h. Self Help needs the signed Letter of Intent from KIPP by the end of February to finalize this arrangement. Need the board to authorize Tammi Sutton to sign the agreement.
- i. Recommend that the Finance and Facility committee (Feb. 10th meeting) get the proposal, review and make a recommendation to the board in a called meeting. Self Help to get proposal to committee by Feb. 5th.
- j. Agreement from Self Help will provide basic financial structure of the agreement; lease will be submitted in a separate agreement (due by end of March).
 - i. LOI by end of February; Lease signed in March and possibly in April
 - ii. Phone in board meeting no later than February 18th
 - iii. All LOIs and Leases need to be reviewed by an attorney

- k. Self Help wants to propose a land bank arrangement with KIPP for the Hardee property
- l. Board expressed a concern about Self Help holding money post 2018 when the land bank agreement ends; it was proposed that the agreement would be renewed.
- m. Need to consider impacts before 2018 if KIPP wants to exit and what the sales process looks like after 2018.
- n. **Motion** to accept the recommendation of the finance committee to accept the term sheet proposed by Self Help on the land bank agreement.

3. GOVERNANCE

- a. Strategic Goals
 - i. Reviewed the strategic goals sheet and its connection to the Executive Director's performance
 - ii. **Motion** to approve strategic goals 2014-15 for the board of Directors (moved by Smith and seconded by Moody; approved)
- b. Completed a board member profile – Randi will complete; can be submitted as a part of Durham's RTO.
- c. Board Calendar - need to add items for Halifax Construction, Durham Advisory Council and Development Committee as appropriate.

4. SCHOOLS REPORT

a. KIPP Halifax

- i. Second round of MAP testing has completed and will show growth
- ii. March 6th and 20th – door to door recruitment
- iii. KIPP Halifax Lottery – April 16th
- iv. History teacher resigned before the winter break.
- v. **Motion** to hire Tiffany McDaniels as a lateral entry hire.
- vi. Two teachers have taken first praxis and passed; they are signed up for part II.

b. KIPP Gaston

- i. School leaders are meeting with staff to identify returning staff.
- ii. Intercession at the high school - Dikeman and Caudle are teaching. Moody has is serving as a student project judge on Friday
- iii. KIPP Gaston has been recognized as a High Performance School by DPI.
- iv. KIPP Gaston will also receive a Title I audit in April (happens every 5-6 years).
- v. 78% of high school seniors have received their first acceptance to a college or university.
- vi. The state board will vote next week on whether we can grow into 4th grade.
- vii. 68% (42 of 62) of teachers have a NC license.
- viii. KIPP Gaston's Middle School men's basketball team is the conference champion and continues to excel while maintaining academic eligibility.
- ix. KIPP Gaston's charter renewal is scheduled for 2016 (expires June 2016). Members of the OCS are coming for their initial site visit next week and will talk to the community.

c. KIPP Durham

- i. KIPP Durham's lottery will be on April 18th.
- ii. Facility planning is proceeding favorably for the Holloway temporary site.
- iii. Sutton met with Barker French and David Reese (EDCI) earlier this week; they are supportive of us, which is unprecedented between EDCI and charter schools.
- iv. Received final, official approval of KIPP Durham from the state; still need to maintain excellence for RTO submissions.
- v. Publicly, we can message that we have KIPP Durham charter approval.

- d. **Motion** to approve 2015-16 calendar as drafted.

5. FINANCE

- a. **Motion** to accept proposed changes to Halifax budget.
- b. **Motion** to approve the Board Policies and Procedures document as drafted.
- c. **Motion** to approve the Halifax lease as drafted.
- d. Signatures on legal restructure – board is comfortable with one EIN approach.

6. GOVERNANCE

- a. Board briefly discussed the 360 performance process.
- b. Commitment to Excellence (CTE) one on ones – half time review. The Board Chair and/or Governance Committee Chair, together, will conduct one on ones with each board member.

7. DEVELOPMENT

- a. Meeting with Carol O'Brien has been helpful in developing short and long term development goals
- b. Overall gifts are up, but the number of households giving is down this year
- c. February 24th – a group of supporters from Durham (25) will be visiting our campus from 10-1pm; board chair should be present if possible.

8. ADJOURN - **Motion** to adjourn the meeting at 8:19.