

## BOARD OF DIRECTOR'S MEETING MINUTES

**Date** May 18, 2016  
**Time** 6:00 – 8:00pm  
**Location** Self Help; 301 W Main St, Durham, NC 27701

**Board Members in Attendance**

**Others in Attendance**

Minnie Forte-Brown	Tammi Sutton	Meredith Flowe
Bob Caudle (phone)	Neil Crawford	Dawn Arthur (phone)
Vershenia Moody (phone)	Camesha Jones (phone)	Susan Goertemiller (phone)
Tonza Ruffin-Buffaloe (phone)	Jaideep Hebbar	
Gail Worthington (phone)		

Motions	Moved, Seconded	Ruling
Motion to approve the new hire candidates as shown in the hiring report contingent on successful background checks for each candidate.	Moody, Bennett	All voted yes
Motion to approve the 2015-16 budget adjustments for all schools and the Shared Services Team as proposed by the Finance Committee.	Moody, Buffaloe	All voted yes
Motion to approve the Shared Services Fee to schools as given and as proposed by the Finance Committee.	Worthington, Moody	All voted yes
Motion to approve retirement stipends for KIPP Durham and the Shared Services team as proposed by the Finance Committee.	Worthington, Moody	All voted yes
Motion to approve Tammi Sutton, Dawn Arthur and Neil Crawford as the authorized individuals to submit Title I applications on behalf of all schools.	Bennett, Moody	All voted yes
Motion to approve the capital equipment policy proposed by the Finance Committee with the condition that we review the federal grants requirements and ensure they are supported by the policy.	Moody, Bennett	All voted yes

Actions	Owners	Status
Identify dates for the retreat and topics to discuss; potentially involve Kaya Stone to develop content and activities.		
Arthur to meet with Ms. G. and Ms. Moody to discuss payroll approval / audit procedures		

## OPEN SESSION NOTES

### 1. Quorum achieved at 6:10pm

### 2. Public Comments

- a. No guests or public comments.
- b. No actions to review at this time.

### 3. General Items

- a. None proposed and none discussed.

### 4. Schools

- a. Reference May 18 Schools Report.
- b. Example of intergenerational change – Victoria Bennett graduated from UNC Chapel Hill and NCCU.
- c. School leaders and teachers are visiting students who have enrolled.
- d. Biggest needs at schools: Spanish and science at all schools.
- e. Our next board meeting will include MAP data that will be reviewed.
- f. When we look at prior proficiency data in Durham, how does it compare to Gaston and Halifax? Gaston's data *may* be higher, but overall the data is not very different. Siblings play a large role in moving the data forward.
- g. Enrollment numbers at Halifax are being weighed against space needs at KIPP Halifax.
- h. Tammi met yesterday with the Superintendent of Durham Public Schools. Global Scholars, Maureen Joy and several Durham Public Schools will work together with the Hill Center to get more extensive reading support for our kids.
- i. We hope that the KIPP Leadership Design Fellowship, which is training by the KIPP Foundation offered for free to all schools in the geographical area of the KIPP school, will be leveraged. Currently Dr. Parrish will be participating.
- j. Discussed NC House Bill 2 very briefly and agreed to discuss at a later time as a board and as needed.

### 5. Champions

- a. Reference May 18 Champions Committee Report.
- b. Reviewed successes and areas of growth for the KIPP ENC Gala. How do we start thinking now and smartly about the 20<sup>th</sup> celebration of KIPP ENC. [Sutton]
  - i. How did our Gala success compare to similar events in other KIPP regions? [Hebbar]
  - ii. Were we able to gather influential guests to the Gala? [Hebbar] Answer: yes, approximately 15 [Adams]
- c. Discussed progress against Challenge Grant and actions needed for the future.

### 6. Governance

- a. The 360 evaluation was completed for our Executive Director and emailed to members of the committee.
- b. Discussed the date of our board retreat. **Action:** identify dates for the retreat and topics to discuss; potentially involve Kaya Stone to develop content and activities.
- c. **Action:** Arthur to meet with Ms. G. and Ms. Moody to discuss payroll approval / audit procedures. (Arthur)
- d. Reviewed list of new hires for benefit of board members.
- e. Motion to approve the new hire candidates as shown in the hiring report contingent on successful background checks for each candidate.

### 7. Finance

# KIPP:ENC

## College Prep Public Schools

- a. Reference May 18 Finance Committee report.
  - b. Motion to approve the 2015-16 budget adjustments for all schools and the Shared Services Team as proposed by the Finance Committee.
  - c. Motion to approve the Shared Services Fee to schools as given and as proposed by the Finance Committee.
  - d. Motion to approve retirement stipends for KIPP Durham and the Shared Services team as proposed by the Finance Committee.
  - e. Motion to approve Tammi Sutton, Dawn Arthur and Neil Crawford as the authorized individuals to submit Title I applications on behalf of all schools.
  - f. Motion to approve the capital equipment policy proposed by the Finance Committee with the condition that we review the federal grants requirements and ensure they are supported by the policy. Capital equipment policy w/ condition that we review the federal grants requirements (moody, bennett, all)
- 8. Other Items – None**
9. Meeting adjourned at 8:08pm.