

KIPP ENC Board of Directors Meeting

MEETING MINUTES

April 1, 2020 - 12:30PM

Location: Conference Call: 252.751.1984

BOARD MEMBERS IN ATTENDANCE:

- Mary Brown
- Minnie Forte-Brown
- Doug Kahn
- Reid Phillips (joined at 2:08PM for Executive Session)
- Arthur Rogers
- Tonza Ruffin
- Julius Tillery

KIPP ENC STAFF IN ATTENDANCE:

- Marya Murray-Diaz
- Brandon Rosas
- Michele Stallings
- Maura Sullivan
- Lauren Vance
- Gray Visco

VISITORS IN ATTENDANCE:

- Cynthia Byrd - KIPP Halifax Parent
- John Kalafatas - KIPP Foundation
- Kathy Hamel - Charter School Growth Fund

WELCOME & AGENDA - Call to Order at 12:31pm

BOARD ADMINISTRATION

- **Motion to approve the minutes from the last meeting**
 - Corrections: None
 - Moved: Minnie Forte-Brown
 - Seconded: Arthur Rogers
 - All approved
- **Agenda**
 - Additions: None
 - Moved: Arthur Rogers
 - Seconded: Doug Kahn
 - All approved

- **Public Comment**

- There was no public comment.

- **Resolutions**

- Transitioning from Minnie Forte-Brown to Arthur Rogers as Board Vice Chair**

- Moved: Tonza Ruffin
- Seconded: Doug Kahn
- All approved

- Approval for New Term for Tonza Ruffin (3 more years)**

- Moved: Minnie Forte-Brown
- Seconded: Arthur Rogers
- All approved

- Approval for New Term for Mary Brown (3 more years)**

- Moved: Doug Kahn
- Seconded: Arthur Rogers
- All approved

- Approval of Risk Mitigation Committee Headed by Tonza Ruffin**

- Discussion: None
- Moved: Tonza Ruffin
- Seconded: Doug Kahn
- All approved

- Approval of Development Committee Headed by Arthur Rogers**

- Discussion: None
- Moved: Minnie Forte-Brown
- Seconded: Tonza Ruffin
- All approved

REPORTS

Introduction and Inspiration - Lauren Vance + Brandon Rosas

- Schools have been closed since March 16, 2020, but our staff has not stopped working: (1) creation and delivery of instructional packets; (2) community meal distribution + delivery headed by Michelle Puckett and Viola Woody; (3) virtual Pride Posts
- Meal distribution highlights: (1) pick-up option since 3/18; and (2) bus delivery option since 3/20; delivering about 3,800 meals a day to about 1,900 students (total enrollment in Gaston and Halifax is only 1,800 so that's part of the plan); delivered 20,000+ meals since starting; started with ~110 instructional staff volunteers, but has scaled down since

Operating Goals, Schools, & Academics Update - Lauren Vance

- Freezing enrollment for next two months; FRL rate increased slightly in Gaston; student

attrition was tracking better (prior to COVID-19) in all schools; attendance slightly better than last year except for Gaston HS (but none were where we had set our target goals); chronically absent rate has fallen somewhat but the data isn't updated as of 3/31 either; student recruitment is about the same as last year, but the strategy will need to change radically given the circumstances

- Questions about attendance rates and chronically absent rates
- School closure updates: no EOG tests; schools will hold onto their letter grades and accountability statuses from last year; AP Exams will shift to 45-minute online assessments
- 100% of Pride of 2020 have been accepted to at least 1 college or university and 92.9% have been accepted to at least 2 colleges or universities; most colleges are keeping their application deadlines
- New Development Leader: Maura Sullivan
- Shared Services open roles: (1) ED; (2) COFO
- School-based open roles: teachers; Halifax Primary APs (2); Halifax Middle SL; Gaston Primary AP (1); Durham Middle AP (1 TBD)

Finance Committee Update - Doug Kahn

- Transition from Acadia in LINQ to CSP -- several challenges; Jimmy and Reid have helped tremendously to stay on target; need monthly reporting: cash basis and accruals; plan to get everything done by end of April
- Refinancing of State Pension -- working with Self-Help as primary lender (but their situation will be in flux); we need to make a decision by end of June; State has a Board Meeting at the end of July; we need to fund it by October 31, 2020
- Looking for potential new audit firm
- Planning for 2020-21 budget
- FY20 budget: cash would suggest that we are doing okay, but it's not great either; \$2.2 million in cash reserves (\$1.8 million is unrestricted); we have 2.5+ months of cash; we have received 95% of allotments and they will not be clawed back; local revenue lags behind and we are having a hard time securing payments despite DPI/state guidance' county = \$220K for all three LEAs each month;
- June 30, 2019: \$2.9 million to \$2.2 million (as of today) so in theory we're owed about \$500K from state and \$550K from local so we're still on track for surplus

Contract Approvals - Brandon Rosas

- (1) Acadia PowerSchool Support (used for county billing; class scheduling; etc.); two-year contract (~\$40K per year)
 - Motion to approve:
 - Moved: Minnie Forte-Brown
 - Seconded: Arthur Rogers
 - All approved
- (2) Acadia Grant Writing (costs 6.5% of all federal funds we receive); one-year contract
 - Motion to approve:
 - Moved: Arthur Rogers

- Seconded: Minnie Forte-Brown
- All approved

Lottery Policy Revision - Marya Murray-Diaz

- Three tweaks to lottery policy:
- (1) Sibling Preference occurs as students are called off the waitlist not just at the lottery itself
- (2) Students accepted in lottery have 30 days to enroll in school (state mandated)
- (3) Siblings of students at Halifax who matriculate to Gaston HS retain sibling preference
 - Motion to approve:
 - Moved: Minnie Forte-Brown
 - Seconded: Tonza Ruffin
 - All approved

2020-21 School Calendar - Lauren Vance

- Caveat: if we can have more flexibility with scheduling, we likely will adjust the calendar.
 - Motion to approve:
 - Moved: Minnie Forte-Brown
 - Seconded: Tonza Ruffin
 - All approved

School Closure Response Deep Dive - Lauren Vance

- All schools are closed from March 16 to May 15, 2020 (at least)
- Daily communication between regional and department leads; frequent communication with SLs and DSOs
- Meals: Gaston/Halifax are “seamless meals” sites and Durham is a meal distribution site
- Academics: instructional packets with 2 weeks of spiraled review content; all teachers have set up Google classrooms, but the work must be supplemental for equity reasons
- HR: “Remote Working and Learning Policies” addendum to Staff Handbook
 - Motion to approve:
 - Moved: Tonza Ruffin
 - Seconded: Minnie Forte-Brown
 - All approved
- Student recruitment: need to radically change our tactics
- Marginalized students are only becoming more marginalized by COVID-19 closures

Executive Director Search (Tim Saintsing) - John Kalafatas

- Reading brief memo of search committee recommendation

Meeting Adjourned: 2:09pm

- Motion to adjourn the meeting
- Moved: Tonza Ruffin
- Seconded: Arthur Rogers
- All Approved

Executive Session -- KIPP NC Executive Director Vote

Motion to approve Mary Brown to offer the position of *KIPP ENC Executive Director* (also to be offered KIPP Charlotte Executive Director position) to Tim Saintsing

Motion to approve - Minnie Forte-Brown

Seconded - Arthur Rogers

Objections - None

Approved - All

Motion to Close Executive Session - Doug Kahn

Seconded - Tonza Ruffin

Approved - All