

APPROVED



## KIPP Philadelphia Public Schools

### Minutes

#### Governance Committee Meeting

September Committee Meeting

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#### **Date and Time**

Thursday September 30, 2021 at 4:00 PM

#### **Location**

TBD

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A regular meeting of the KIPP Philadelphia Charter School Board of Trustees Governance Committee in joint session with regular meetings of the KIPP West Philadelphia Preparatory Charter School Board of Trustees Governance Committee, KIPP DuBois Charter School Board of Trustees Governance Committee, KIPP West Philadelphia Charter School Board of Trustees Governance Committee, KIPP North Philadelphia Charter School Board of Trustees Governance Committee, and KIPP Octavius Catto Charter School Board of Trustees Governance Committee, with Vice President Ann Aerts.

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#### **Committee Members Present**

A. Aerts (remote), G. Lewis (remote), H. Richman (remote), L. Whitaker (remote), M. Carter (remote), S. Wilson Jones (remote)

#### **Committee Members Absent**

D. Reuter

#### **Guests Present**

A. Corona (remote), E. Otuije (remote), J. Cunningham Akoto (remote)

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#### **I. Opening Items**

A.

## **Record Attendance**

### **B. Call the Meeting to Order**

A. Aerts called a meeting of the Governance Committee of KIPP Philadelphia Public Schools to order on Thursday Sep 30, 2021 at 4:04 PM.

### **C. Approve Minutes**

G. Lewis made a motion to approve the minutes from Governance Committee Meeting on 08-05-21.

L. Whitaker seconded the motion.

The committee **VOTED** unanimously to approve the motion.

## **II. Governance**

### **A. Charter By-laws review and approval**

S. Wilson Jones made a motion to Approve Charter By-Laws.

G. Lewis seconded the motion.

Approved with the proviso that Section 9 will be revisited with the next review of the by-laws

The committee **VOTED** unanimously to approve the motion.

### **B. Strategic Plan Update**

- A. Corona did a self Introduction and discussed preliminary thoughts on plan and deep dive review for updates to be identified and shared with board at December Board Meeting/Retreat
- A. Corona discussed her plans with J. Cunningham to identify a strategy that will assess the changes that need to be done with all parties pulled in.
- H. Richman outlined the need for adequate collaboration of all parties( professional staff, Board & Families) in the revisions of the strategic plan.
- S. Wilson Jones explained that the process that includes the board will be laid out at the December Retreat.

### **C. Board Recruitment Update**

- A. Aerts updated the committee on pipeline and next steps for Board member recruitment using interview teams.
- A. Aerts discussed the need to engage more people as Board members moving forward.
- A. Aerts explained that the list is not a comprehensive one yet but will grow to foster healthy connections amongst members.

### **D.**

## **GC Goals - SY21-22**

- A. Aerts discussed Draft goals for the committee that will be presented to the full board after the Executive Committee has looked at it.

### **DRAFT COMMITTEE GOALS:**

1. Work with the Strategic Planning Committee, CEO and Managing Director of Strategy & Planning to oversee execution of the approved strategic plan.
2. Identify, cultivate and interview potential new board members, including Leadership Counsel (LC) and Young Friends (YFs) members, who: (a) add diversity more reflective of the demographic of KPPS' student population from the professional and philanthropic community; and (b) support KPPS' strategic, development and academic needs. This will include a focus on competency when identifying potential board members (and will also include membership and roles within the LC and YFs).
3. Develop and implement Board and board member evaluation process.
4. Facilitate the Legal RFP review and selection process.

## **E. Legal RFP Update**

1. A. Aerts updated the committee on the next steps to build out the RFP and determine firms to ask to participate.
2. A. Aerts will work with N. Wiltshire with the tentative timeline below:

- Oct. 4-22 - finalize outline, details and questions for the RFP, determine who from KPPS will participate (Mgmt, and Board -- final RFP, responses, participation in oral presentations, etc), agree content (ie what types of legal knowledge, experience, areas of legal focus we may want/need), determine and agree shortlist of law firms to send the RFP (How many do we want to/should we send the RFP to?), assessment criteria determined/scorecard created
- Oct. 22nd - send RFP to list of firms identified
- Oct. 26 - questions/clarifications from firms due
- Oct. 28 - responses to questions provided
- Nov. 12 - RFP responses due
- Nov. 12 - Dec. 2 - review responses received and evaluation against scorecard
- Dec. 3 - short list of firms developed for oral presentation to panel KPPS Mgmt and Board
- Week of Dec. 6 - oral presentations
- Dec. 15th - decision made and communicated
- Dec. 16 - year end - contracting process completed

## **III. Other Business**

**A. Other New Business**

No new business at this time.

**IV. Closing Items**

**A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 4:52 PM.

Respectfully Submitted,

A. Aerts