APPROVED

KIPP Philadelphia Public Schools

Minutes

KIPP Philadelphia Public Schools Board of Trustees Board Retreat

December Board Retreat

Date and Time
Wednesday December 8, 2021 at 10:15 AM

Location
WeWork
1601 Market Street
Philadelphia, PA

A regular meeting of the KIPP Philadelphia Charter School Board of Trustees in joint session with regular meetings of the KIPP West Philadelphia Preparatory Charter School Board of Trustees, KIPP DuBois Charter School Board of Trustees, KIPP West Philadelphia Charter School Board of Trustees, KIPP North Philadelphia Charter School Board of Trustees, and KIPP Catto Charter School Board of Trustees Held at The Lobby - 1635 Market Street, Suite 1600, Room 16C with President Samantha Wilson-Jones presiding.

Trustees Present
A. Aerts, A. Keyes, B. Cummings, C. Johnson, G. Lewis, H. Richman, J. Davidse (remote), L. Whitaker, M. Carter, S. Wilson Jones, T. Algarin

Trustees Absent
D. Reuter

Guests Present
A. Corona, C. Benson, E. Otuije (remote), J. Cunningham Akoto, M. Eigen, N. Wiltshire, W. Jones

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

S. Wilson Jones called a meeting of the board of trustees of KIPP Philadelphia Public Schools to order on Wednesday Dec 8, 2021 at 10:24 AM.

II. WELCOME, BOARD REFRESH & STUDENT FOCUS

A. WELCOME, BOARD REFLECTION & STUDENT FOCUS

BOARD REFRESH

- S. Wilson Jones did the Board Reflection on how it will take a collective effort by all members to reach goals.

STUDENT FOCUS

- J. Cunningham spotlighted Mr Leon and his students who run a Food Insecurity Program to meet each other's needs in the middle of the pandemic.

III. CONSENT AGENDA

A. VOTE: CONSENT AGENDA

G. Lewis made a motion to Approve the Consent Agenda.
A. Aerts seconded the motion.
The board **VOTED** unanimously to approve the motion.
G. Lewis made a motion to approve the minutes from KIPP Philadelphia Public Schools Board of Trustees Meeting on 10-27-21.
A. Aerts seconded the motion.
The board **VOTED** unanimously to approve the motion.

IV. COMMITTEE REPORTS

A. Academics

M. Eigen updated the Board on:

- Addressing **Unfinished Learning** -Using a specific strategy - Learning Acceleration: The approach of prioritizing grade level content for students in response to unfinished learning.

- **Progress to Goal**

Academics

WINS!

- K-2 Math is performing above pre-pandemic levels
- KWPP is performing above pre-pandemic levels
- High school biology and ELA performing at pre-pandemic levels
- Suspensions trending towards goal and equivalent to pre-pandemic levels

GROWTH OPPORTUNITIES

- 3-4 Math and ELA performing below pre-pandemic levels
- KPPA performing below pre-pandemic levels

J. Cunningham Akoto highlighted the fact that current pandemic situations have created huge challenges and commended M. Eigen and her team for the progress they have made so far with academics.

M. Eigen updated the Board on:

- **Principal Transition & Preparation**

Sean Tucker will become principal of KWPEA starting January 2022.

1.
   - Teacher and Dean at Young Scholars
   - AP at KPPA
   - Principal in Residence at KPEA
   - Shadowing current KWPEA interim principal in December.

2. Matt Rankin will open KIPP Catto, grades K-1, in Fall 2022.

   - Teacher at KIPP Charlotte and KIPP DC
   - AP opened Mastery Wister
   - AP KWPP
   - Principal in Residence KPEA
   - Interim Principal KWPEA
   - Starting full planning for school opening
   - January 2022

Motion to Expel the student.
The motion did not carry.
H. Richman made a motion to Not expel the student.
A. Aerts seconded the motion.

- J. Cunningham Akoto gave the Board a brief overview of the suspension hearing and the recommendation to not suspend the student but to place the student on probation and enroll her in a program called SAP - Student Assistance Program
- C. Johnson asked a question about a performance plan to make sure she does not repeat the infraction.
- M. Carter advised the transcript be updated to ensure due processes were observed.

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

B. Development

J. Davidse updated the Board on:

- **2021-22 Development Committee Progress to Goals**
- 17% of Trustees have made an annual contribution.
- 0% of Trustees have made a campaign contribution.

Capital Campaign Update

- We had our first Campaign Committee meeting.
- We have added an additional member.
- We continue to solicit major and principal gifts.

C. Benson highlighted:

1. the **FY21 Progress to Fundraising Goals**
2. Team Updates & Reminders

- We are hiring for a new position – Donor Communications Manager
- New Young Friends Steering Committee strategy
- Next Campaign Committee meeting in January
- Make your annual and campaign pledges!

J. Davidse mentioned how happy he was with the consultants helping with the fundraising

C. Governance

A. Aerts updated the Board on:

1. **DRAFT SY22 Governance Committee Goals**
2. **Wins/What We're Celebrating**

- Strategic Plan – Oversight of execution of strategic plan was transferred to the Executive Committee

- Developed communication plan to reach out to potential Board recruits and assigned teams to research and connect

N. Wiltshire updated the Board on:

- Finalized legal RFP and submitted to selected Firms for response

NB:
Expulsion Hearing Process

- S. Wilson Jones talked about a need to appoint a Hearing officer for expulsion hearings going forward.
- J. Cunningham Akoto explained that the current climate calls for the process to be reestablished.
- S. Wilson Jones revealed that L. Whitaker & A. Aerts will come back with recommendations for that soon.

D. Finance

W. Jones updated the Board on:
1. FY22 YTD Actuals

- Revenue $13.2M ($3.1M behind budget) due to lower per pupil revenues and timing of federal revenues reimbursements.
- Expenses $13.7M ($3.3M lower than budgeted). Salary and benefits are lower due to impact of vacancies and benefits elections. Remaining areas are lower than budgeted due to timing.
- Net Surplus/Deficit $0.5M ($0.2M ahead of budget)

2. FY21 Audit Update

- Auditor provided update to management, FC leadership and KASC leadership on Wednesday, December 1st.
- Draft financial statements will be finalized by end of week. The auditors were awaiting guidance from the federal government on auditing CARES funding and much of final fieldwork began in late October.
- Auditor feels confident we are still able to meet December 27th reporting deadline for bonds.
- There are no major areas of concern, and the auditor does not anticipate documenting any findings.

3. Real Estate Update
Whittier – Future Home of KPPA

- Renovations proceeding as scheduled.

4601 Market – Future Home of KIPP Catto

- Bid awarded to TN Ward - $4.1MM
- Currently operating on schedule for August 2022 delivery.

V. Information

A. Public Comment

No Public comments

B. New Business

COMMITTEE MEETINGS NEW SCHEDULE

- S. Wilson Jones informed the board that they will be moving to a consolidated structure going forward for committee meeting. Starting at the next round of meetings.
- J. Cunningham promised to update Board on Track and send out relevant Outlook calendar invites for the new meeting cadences.

C. Old Business

No old business

D. Announcements

No annoucements

VI. Closing Items

A. Adjourn Meeting

H. Richman made a motion to Adjourn the meeting.
A. Aerts seconded the motion.
The board **VOTED** unanimously to approve the motion.
There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 12:08 PM.

Respectfully Submitted,
S. Wilson Jones

Documents used during the meeting

- DEC 8 2021_BoT Meeting Presentation_FINAL V2.pdf
- 2021_10_27_board_meeting_minutes.pdf
- KN Agreement - parent signature_Redacted.pdf
- KACS Board Exhibit Dec 2021 New Hires.pdf
- KPCS-KPPA Board Exhibit Dec 2021 New Hires.pdf
- KWPP Board Exhibit Dec 2021 New Hires.pdf
- KDCS Board Exhibit Dec 2021 New Hires.pdf
- KPCS-KPEA Board Exhibit Dec 2021 New Hires.pdf
- KWPCS Board Exhibit Dec 2021 New Hires.pdf
- KNPCS Board Exhibit Dec 2021 New Hires.pdf
- ARP ESSER Health and Safety Plan_KIPP Update 12-3-21.docx
- December_2021_AC_Exec_Summary.docx
- TRANSCRIPT OF EXPULSION HEARING FOR SC_11.12.21.pdf
- DevelopmentPreRead_Dec21.docx
- GovernancePreRead_Dec2021.docx
- December Finance Committee Report (DRAFT) - 12.06.2021.docx
- KNPCS Financial Reports.pdf
- KWPCS Financial Reports.pdf
- KPCS Financial Reports.pdf
- KDCS Financial Reports.pdf