

KIPP Memphis Public Schools

Minutes

Kipp Memphis Board of Directors Meeting

Date and Time

Thursday June 9, 2022 at 4:00 PM

Location

KIPP Memphis Collegiate Elementary
230 Henry Avenue

Directors Present

A. Anderson, A. Schuyler (remote), C. Green (remote), D. Hopson (remote), D. Lyles-Wallace, L. Sweet, M. Davis, M. Martin, R. Crutcher, R. Gibbs, S. Isabell, T. Palacio

Directors Absent

H. Coleman

Guests Present

A. Burt, A. Carr, C. McGuire, C. Owens, G. Leavy, J. Ward-Gill, K. Durham, T. Brittmon, T. Todd

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

R. Gibbs called a meeting of the board of directors of KIPP Memphis Public Schools to order on Thursday Jun 9, 2022 at 4:02 PM.

C. Approve Minutes

M. Martin made a motion to approve the minutes from Board of Director Meeting on 04-28-22.

L. Sweet seconded the motion.

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

II. Public Comments

A. The floor opened up for Public Comments

There were no public comments.

III. Finance Committee

A. 2022 - 2023 Proposed Budget

- 2022 - 2023 Budget as follows:
 - Budget Calendar | Proposed Budget Assumptions | Proposed Budget (Consolidated): All Schools, KF, SST, KMPS Consolidated
 - Proposed Budget vs. Initial Budget | Proposed Budget (By Funding Source)
 - ESSER 2.0 Budget and ESSER 3.0 Budget | ESSER 2.0 & 3.0 Summary FY22 - FY24
 - Title I Budget for All Schools
 - Cash Flow Projection

IV. Academic Excellence

A. The Academic Excellence Committee had no report.

No actions were needed from the board. The Academic Committee awaiting the results of TN Ready testing. The Board was advised to review the Academic Committee slides that were presented in the Board Packet.

V. Facilities

A. The Facilities Committee had no report.

No actions were needed from the board. The Board advised reviewing the Facilities Committee slides that were presented in the Board Packet.

VI. Governance

A. The Governance Committee recommended the following to the board:

The Governance Committee recommended the following directors be approved as officers of the board of directors for a two-year term, effective July 1, 2022.

Board Chairperson: Mikara Davis

Board Vice Chairperson: Dorsey Hopson

Board Secretary: Desiree Lyles-Wallace

The Governance Committee recommended the following directors be approved by the board of directors as committee chairs for a two-year term, effective July 1, 2022. The board chair will appoint the committee chairs at the beginning of the new fiscal year.

Academic Excellence Committee Chairperson: Cheryl Green
Finance Committee Chairperson: Laritha Sweet
Governance Committee Chairperson: Dorsey Hopson
Development Committee Chairperson: Amity Schuyler
Facilities Committee Chairperson: Alfred Anderson

The Governance Committee recommended the following language be approved by the board of directors and added to Section 3.2 - **Number, Tenure, and Qualifications** of the KIPP Memphis Public Schools bylaws.

- **If three (3) or more Directors are elected at one time by the Board of Directors of the Corporation, the newly elected Directors shall serve staggered terms to balance the continuity with new perspectives. After the election, the term of a Director may not be reduced, except for cause as specified in these Bylaws or by a vote of the majority of the board. No Director shall serve more than (3) consecutive terms. Notwithstanding, Directors may only serve a successive consecutive term upon re-election by the Board of Directors of the Corporation at the Board meeting following the expiration of such Director's term.**

The Governance Committee recommended for approval the following language be approved by the board of directors and added to Section 8.6 - **Conflict of Interest** of the KIPP Memphis Public Schools bylaws.

- **The Board Chairperson and the Board Vice-Chairperson will disclose any business interests related to charter schools.**

Recommended Policy for Board Approval:

- **All financial and programmatic records are maintained for the minimum period or until the resolution of any litigation, claim, negotiation, audit, or other action involving records.**

Recommended Policy for Board Approval:

- **A numbered barcode tag identifies items recorded in the equipment inventory database.**

Recommended Policy for Board Approval:

- **Inventory Management: Inventory personnel is responsible for the monitoring and safeguarding of inventory.**

Recommended Policy for Board Approval:

- **Inventory personnel and school principals are responsible for tracking, monitoring, and safeguarding all inventories within the Region.**

Recommended Policy for Board Approval:

- **At the end of each school year, all Principals shall furnish a list of all inventories that have been damaged, broken, or have no useful life to Regional personnel for inventory control.**

VII. Chief Executive Officer Report

A. CEO Dr. Burt gave the board an update on the following:

- Registration / Enrollment
 - Bus Canvassing
- Staffing
- Charter School Growth Fund
- KIPP Awareness Reception: June 11, 2022
- Leadership Retreat: June 14 - 16, 2022
- Packing for College Career (Matriculation Event): June 25, 2022
- Operations Institute: July 19 - 22, 2022
- State of KIPP Kick-off: July 25 - 28, 2022
- Gretchen Leavy Retirement
- Board Chair Gibbs and Board Member Martin: Term Complete as of June 30, 2022

VIII. Request for Action [Vote]

A. Approve of the 2022-2023 Budget

D. Hopson made a motion to approve the 2022 - 2023 Budget.

S. Isabell seconded the motion.

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

B. Approve the KIPP Memphis Board Officer Candidates

M. Martin made a motion to approve the KIPP Memphis Board Officer candidates.

S. Isabell seconded the motion.

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

C. Approve KIPP Memphis Bylaw Amendments

L. Sweet made a motion to approve KIPP Memphis Bylaw Amendments.

R. Crutcher seconded the motion.

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

D. Approval of the KIPP Memphis Public Schools policy amendments (5)

R. Crutcher made a motion to approve (5) KIPP Memphis Public Schools policy amendments.

A. Anderson seconded the motion.

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

IX. New Business

A. Board Approval for new Awarded Contracts

Agreed-upon contracts between KIPP Memphis Public Schools and the vendor that exceeds \$100,000 in a fiscal year require board approval before services can begin.

- **Transportation:** Harmony Transportation
- **Technology:** Technology Lab LLC
- **Janitorial:** SKB Facilities & Maintenance

D. Hopson made a motion to approve the awarded vendor contracts for Transportation, Technology Lab and Janitorial.

A. Anderson seconded the motion.

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

X. Chairman's Report

A. Final Report from Board Chair Gibbs

Board Chair Gibbs gave a "Call To Action" to all in attendance at the Board of Directors Meeting. KIPP should stand out on a positive to show how KIPP can successfully run its schools. Very excited about Dr. Burt as the new CEO and Mikara Davis being elected Board Chair.

XI. Other Business

A. Upcoming Meetings

- **KIPP Memphis Board Fundraiser Event: June 11 from 2:30-5 pm**
- **June Leadership Reception: June 13 from 4-6:00 pm**

- **State of KIPP Memphis All-Staff Opening Session at Holiday Inn Uof M: July 25th at 9 am**
- **Next Board Meeting: September 2022 - Date & Time TBD**

XII. 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 5:44 PM.

Respectfully Submitted,
J. Ward-Gill