

APPROVED

# KIPP Memphis Public Schools

## Minutes

### Governance Committee Meeting

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#### Date and Time

Tuesday November 8, 2022 at 4:00 PM

#### Location

Via ZOOM

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#### Committee Members Present

D. Hopson (remote), D. Lyles-Wallace (remote), M. Davis (remote), R. Crutcher (remote)

#### Committee Members Absent

S. Isabell

#### Guests Present

J. Ward-Gill (remote), J. Worles (remote)

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### I. Opening Items

#### A. Record Attendance

#### B. Call the Meeting to Order

D. Hopson called a meeting of the Governance Committee of KIPP Memphis Public Schools to order on Tuesday Nov 8, 2022 at 4:04 PM.

#### C. Approve Minutes

M. Davis made a motion to approve the minutes from Governance Committee Meeting on 09-13-22.

R. Crutcher seconded the motion.

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

### II. Action Items

#### A. Parent Recommendation for Boardship

The KIPP Memphis leadership team is relaunching the parent recommendation process to source parents who are not currently employed by KIPP Memphis to prevent any conflicts in the sharing of information with the board of directors.

**Board Chair Davis:** Suggested two parents and one that represents the Latino Community.

#### **B. Mikara Davis Board Renewal**

D. Hopson made a motion to renew Mikara Davis and Dr. Laritha Sweet to the Board.  
R. Crutcher seconded the motion.

**The approved two-year term will begin in December 2022 and will expire in December 2024.**

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

#### **C. KIPP Memphis Strategic Planning w/Attuned Education Partners**

**Attuned Education Partners has developed a detailed project plan which includes:**

- Gathering and analyzing key context around the network's current curriculum, instruction and assessment to conduct an organizational diagnostic
- Organizing a steering committee consisting of executive leadership
- Organizing a working group of key stakeholders including parents, staff, alumni, and community partners to obtain stakeholder vision for the network and stakeholder perspective of the Portrait of the Graduate.
- Site visits to KIPP Memphis Public Schools
- Focus groups and interviews with groups, including students, teachers, principals, families, and board members to help build organizational context

**Board Member Crutcher:** Will there be a way to record the 3 prescheduled sessions with the Attuned Education Partners?

**J. Worles:** Will take the recommendation to have the virtual meetings recorded to the Attune team so that if anyone is absent from one of the meetings, they will be able to get the context.

#### **D. Procurement Policy Revision**

J. Worles reviewed and discussed the following:

- At the previous Finance Committee Meeting on November 2, 2020, there was an emergency purchase that was brought to the Finance Committee. Clarity was needed around what was the next steps for the committee on the current language of the policy. Ms. Worles presented two proposed options for language revisions to the policy.

- The Governance Committee will present option 2 to the Board of Directors for a vote.

#### **E. Tennessee Charter Schools Center Certified Board Training.**

- Pursuant to Tennessee Code Annotated 49-13-111(q), all charter schools in Tennessee must meet training and certification requirements.
- This regulation requires that all new board members participate in six hours of training, annually. Pre-existing board members must participate in four hours of training, annually.
  - New members of the board must complete the required hours of training by June 1, 2023.
  - Pre-existing board members have completed their four hours of training.

### **III. Committee Questions**

#### **A. Questions from the Committee**

There were no questions.

### **IV. Governance Chairperson Comments**

#### **A. Comments from Board Chair Hopson.**

Board Chair Hopson appreciates the work that KIPP Memphis is doing and congratulates Dr. Burt on his one-year anniversary.

### **V. 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 4:39 PM.

Respectfully Submitted,  
J. Ward-Gill