

APPROVED

# KIPP Memphis Public Schools

## Minutes

### Governance Committee Meeting

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#### Date and Time

Tuesday February 14, 2023 at 4:00 PM

#### Location

Virtual - Zoom

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#### Committee Members Present

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

#### Committee Members Absent

R. Crutcher, 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 Feb 14, 2023 at 4:04 PM.

#### C. Approve Minutes

M. Davis made a motion to approve the minutes from Governance Committee Meeting on 11-08-22.

D. Lyles-Wallace seconded the motion.

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

### II. Action Items

#### A. Items to be voted on.

## **Parent Recommendations for Board of Directorship**

### **J. Worles gave an overview of each parent qualification.**

- It is recommended that the Governance Committee Move forward with approving the administration to move forward with the vetting process of the

following candidates for the KIPP Memphis Board of Directors:

- Penny Alvarez - KMCH parent
- Jane Maina - KMCE and KMCH parent

The CEO and Governance Committee Chair will discuss the candidates for final recommendation(s) to the Board Chair on bringing the recommendation(s) to the Board for a formal vote.

M. Davis made a motion to recommend the Governance Committee move forward with approving the administration to move forward with the vetting process of the following candidates for the KIPP Memphis Board of Directors: Primary: Penny Alvarez - KMCH parent Alternate: Jane Maina - KMCE and KMCH parent.

D. Lyles-Wallace seconded the motion.

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

### **B. Bylaw Revision: ARTICLE VII - Conflict of Interest**

More dialogue is needed on an appropriate path forward to address concerns around protecting confidential information without restricting board access to employees.

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

### **A. Information gathering stage has concluded:**

- Attuned has facilitated focus groups with key stakeholders including parents, students, teachers, and staff, administered two stakeholder surveys, facilitated three working groups to frame the Portrait of a Graduate, conducted school observations and steering committees with the Executive Team, conducted an instructional quality review and gathered artifacts relative to performance data.

### **Synthesizing/Diagnostic stage:**

- All information gathered including the Portrait of a Graduate feedback, and network vision feedback will be synthesized into a comprehensive diagnostic report for steering committee review. The diagnostic will be used to identify priorities that will become the foundation of the strategic plan.

The final strategic plan will be produced in the Spring and will detail network goals and will underpin team accountability for the next 3-5 years.

#### **IV. KIPP Foundation CEO, Shavar Jeffries, Visit**

##### **A. CEO Visit February 23, 2023**

J. Worles gave an overview of Shavar Jeffries visit to KIPP Memphis on Thursday, February 23rd. The goals for Mr. Jeffries are as follows:

- Gain insight into the history of KIPP Memphis
- Learn about current strategies, challenges, and next steps
- Roles the foundation can provide support to KIPP Memphis
- Gain insight from board perspective
- Tour of the Henry and Howell Campus
- Philanthropic Perspective lunch with the Hyde Family Foundation
  - Learn about charter school movement from a funder perspective
  - Learn about the history of KIPP Memphis and the role of each group
  - Future of CMO in Memphis and the state
- Meet the KIPP E-Team members and learn about each person and their way of work
- Attend Board of Directors Meeting (optional)
- KIPP Memphis & CEO Dinner: Both parties discuss the views and commitments for the present and coming years

#### **V. March Board of Directors Retreat**

##### **A. Board Retreat Update**

J. Worles gave an update on the upcoming Board Retreat.

- When: Friday, April 21, 2023
- Time: To Be Determined (1/2 day event)
- Location: Varsity Spirit Headquarters
- Provide the Board a comprehensive strategic plan
- Calendar invite to be sent out to all board members

#### **VI. Committee Questions**

##### **A. Shared enrollment information.**

J. Worles gave an overview of school enrollment.

- 784 total enrollment for the 23 -2024 school year which is 63% toward KIPP budgeted enrollment goal of 1242 and 49% toward targeted enrollment goal of 1600.
- KIPP Memphis is doing a hard pivot with the schools toward new student recruitment.
- KIPP Memphis continue to hold schools accountable for planning and doing activities, communication, open houses and tours every week to be able to meet targeted goal.

### **Question**

**Board Chair Davis:** Because KIPP is enrolling early, is there a plan to ensure the students show up?

**J. Worles:** One of the reasons why we have the audacious targeted enrollment goal is to account for drop offs. Our targeted enrollment where we're having the schools to shoot for is at 1600, but our enrollment is 1242.

## **VII. 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 4:50 PM.

Respectfully Submitted,  
J. Ward-Gill