APPROVED

KIPP Memphis Public Schools

Minutes

Board of Directors Meeting

Date and Time
Thursday June 8, 2023 at 4:00 PM

Directors Present
A. Anderson, H. Coleman, L. Sweet, M. Davis, R. Crutcher (remote), S. Isabell (remote), T. Palacio (remote)

Directors Absent
C. Green, D. Hopson, D. Lyles-Wallace, J. Neal, P. Alvarez

Guests Present
A. Burt, A. Carr, J. Ward-Gill, J. Worles, L. Brooks, L. Tate, T. Brittmon, T. Collins

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

M. Davis called a meeting of the board of directors of KIPP Memphis Public Schools to order on Thursday Jun 8, 2023 at 4:02 PM.

C. Approve Minutes

L. Sweet made a motion to approve the minutes from Board of Directors Meeting on 04-20-23.
A. Anderson seconded the motion.
Board Vice Chair Hopson: Voted in Favor - Write In
Board Secretary Lyles-Wallace: Voted in Favor - Write-In
Board Member Palacio: Voted in Favor - Write In
The board **VOTED** to approve the motion.

II. Committee Reports

A. Finance

Chief Carr gave an update and overview of the following:

- **Contracts Approved**
  - Emergency HVAC Repair (Howell Campus)
  - Repointing Masonry Project (Henry Campus)
  - 2023-2024 Food Service Management Company Services – Compass Group USA,
    Inc., by and through its Chartwells K-12 Division
- **April 2023 Financial Update**
  - Cash is projected on hand at June 2023 to be approximately 40 days.
- **2023 - 2024 Budget Calendar**
  - All items were completed within the timeline.
  - Results from Budget Survey: (a) Instructional Materials (b) Mental Health and Support and (c) Improvement to indoor air quality in facilities.
- **2023 - 2024 Budget Priorities**
  - **Career and Technical Education (CTE):** Innovative School Model Grant
  - **School Facilities:** ESSER and Capital Facilities Funds
  - **Social and emotional support for students:** Regional Social Worker
  - **Expanded academic intervention & support:** Instructional Coaches and Additional
    Interventionists
  - **Staff Professional Development:** AVID (Advancement via Individual Determination),
    School Leader Retreat, KIPP Summer Institute
- **2023 - 2024 TISA Projections**
- **2023 - 2024 Proposed Budget**
  - 2022 - 23 Adjusted Budget and Proposed Budget for All Schools, KF, SST and KMPS Consolidated
  - 2023 - 2024 Proposed Budget (By Funding Source)
  - 2023 - 2024 ESSER 3.0 Budget
  - 2023 - 2024 Title I Budget
  - FY 2024 Cash Projection
    - 44 Days projected cash on hand at the end of June 2024.

B. Academic Excellence

Chief Brooks gave an update and overview of the following:

- **Match / Class of 2023**
  - Total Number of KMCH Graduates: 92 (+9)
    - BA (4yr) - **32**, AA (2 yr) - **14**, CTE - **25**, Military - **6**
- **Match/ Class of 2022 and 2023- Scholarship Awards**

- Total for Class of 2022: $5,090,657 | Total for Class of 2023: $9,512,320
- **KIPP Foundation - Early Literacy Gains on mCLASS DIBELS**
  - mClass is used to test students for Benchmark and Progress Monitoring for K-2 and skill gap closure.
  - Chief Brooks walked through the data trends for **KK, 1st and 2nd grades, which have shown gains across beginning, middle and end of school year**.

C. Facilities

Chief Collins gave an update overview of the following:

- **Important Operations and Facilities contracts**
  - Compass Group USA, Inc.,by and through its Chartwells Division -school nutrition services provider for the 2023/2024 school year.
  - Barnes and Brower-tuckpointing and structural improvements at the Henry campus, anticipated to start in June.
  - SKB Janitorial Services will continue providing Janitorial services for 2023/2024
- **Important Operations and Facilities Bids/Request for Proposals**
  - A&B Constructions Company - STEM Labs Construction - Howell Campus
  - Cafeteria Tables - Howell Campus
- **Emergency Contracts**
  - Gibson Mechanical - Chiller Repair - Howell Campus
- **End of Year Attendance Update**
  - Update on 22-23 SY Attendance Rate and Chronic Absenteeism for KMCE, KMCM, KMAM, KMCH and Region Wide

D. Governance

J. Worles gave and update and overview of the following:

- **Action Items**
  - Roquel Crutcher Board Renewal
  - Lin Johnson Recommendation to the Board
  - 2023-2024 Board Calendar
  - 2023-2024 KMPS Calendar
  - Board Certification Training - 100% satisfaction
- **2023 - 2024 Enrollment and Recruitmen**t
  - Enrollment Updates - Region Wide as of June 2, 2023: 1,287
  - Enrollment Updates as of June 2, 2023
    - KMCE: Targeted 500, Budgeted 450, 453 Total Enrollment
    - KMCM: Targeted 450, Budgeted 300, 382 enrolled in Powerschool
      - 368 Total enrollments accounting for KMAM opt-outs
    - KMCH: Targeted 500, Budgeted 408, 452 Total Enrollment
- **Recruitment Efforts**

- School based execution of recruitment plans and weekly regional recruitment meetings
- Personal calls to leads from Foundation paid media partnership daily
- Rolling Recruitment Rallies
- Summer Touchpoints to registered families to ensure consistent communication toward conversion.

III. Chief Executive Officer Report

A. CEO Burt gave an update and overview of the following:

- KIPP Memphis Strategic Plan
- End of Year Recap and Celebration
- Rolling Recruitment Rallies
- Summer Touchpoints
- Third Grade TCAP Data
- Leadership Transition at KMCH
- Innovative School Model Grant

IV. Chairman's Report

A. Board Chair Davis update and review of the following:

- Welcome Penny Alvarez and Jane Maina
- 2023-2024 Committee Assignments
  - Joanna Belcher - To join the Academic Excellence Committee ***(not eligible to vote)***
- September Board Retreat: September 29, 2023

V. Request for Action (VOTE)

A. KIPP Memphis Public Schools 2022-23 Adjusted Budget and 2023-2024 Proposed Budget

L. Sweet made a motion to approve the KIPP Memphis Public Schools 2022-23 Adjusted Budget and 2023-2024 Proposed Budget. The 2023 - 2024 Proposed Budget includes ESSER 3.0 Employee Bonuses.
A. Anderson seconded the motion.
Board Member Hopson: Voted in Favor - Write In
Board Secretary Lyles-Wallace: Voted in Favor - Write In
Board Member Palacio: Voted in Favor - Write In
The board **VOTED** to approve the motion.

B. Classroom Lab Renovation (Howell Campus) A&B Construction Company

H. Coleman made a motion to approve the contract to A & B Construction Company for a total amount not to exceed $165,444.65 to renovate three classrooms at the Howell campus for the KMPS Innovative STEM of Excellence.
L. Sweet seconded the motion.
Board Member Hopson: Voted in Favor - Write In
Board Secretary Lyles-Wallace: Voted in Favor - Write In
Board Member Palacio: Voted in Favor - Write In
The board **VOTED** to approve the motion.

C. Henry Campus Window Replacement Project Extension - Contract Extension (Barnes & Bower, Inc.)

L. Sweet made a motion to ratify the contract extension date for Barnes & Brower, Inc. to June 30, 2023 at no cost to KIPP Memphis for the Windows Replacement Project at the Henry Campus.
A. Anderson seconded the motion.
Board Member Hopson: Voted in Favor - Write In
Board Secretary Lyles-Wallace: Voted in Favor - Write In
Board Member Palacio: Voted in Favor - Write In
The board **VOTED** to approve the motion.

D. Recommendation for Boardship: Lin Johnson

L. Sweet made a motion to approve Lin Johnson to the board for a term, consisting of two years. The approved two year term will begin in June of 2023 and will expire in June of 2025.
H. Coleman seconded the motion.
Board Member Hopson: Voted in Favor - Write In
Board Secretary Lyles-Wallace: Voted in Favor - Write In
Board Member Palacio: Voted in Favor - Write In
The board **VOTED** to approve the motion.

E. Board Renewal: Roquel Crutcher

L. Sweet made a motion to approve the renewal of Roquel Crutcher to the board, for a second term, consisting of two years. The approved two year term will begin in June 2023 and will expire in June of 2025.
H. Coleman seconded the motion.
Board Member Hopson: Voted in Favor - Write In
Board Secretary Lyles-Wallace: Voted in Favor - Write In
Board Member Palacio: Voted in Favor - Write In
The board **VOTED** to approve the motion.

VI. 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 5:30 PM.

Respectfully Submitted,
J. Ward-Gill