APPROVED

KIPP Memphis Public Schools

Minutes

Operations / Facilities Meeting

Date and Time
Wednesday November 15, 2023 at 4:00 PM

Location
Non-board members and non-staff are welcomed to attend this public meeting and are asked to pre-register to receive the meeting location details: KMPS Board Meeting Registration

Committee Members Present
A. Anderson (remote), J. Neal (remote), L. Sweet (remote), M. Davis (remote), R. Crutcher (remote)

Committee Members Absent
None

Guests Present
A. Burt (remote), A. Wicks (remote), C. Maxwell (remote), C. White (remote), G. Phillips (remote), G. Williams (remote), J. Ward-Gill (remote)

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

A. Anderson called a meeting of the Operations/Facilities Committee of KIPP Memphis Public Schools to order on Wednesday Nov 15, 2023 at 4:04 PM.

C. Approve Minutes

R. Crutcher made a motion to approve the minutes from Operations / Facilities Meeting on 09-13-23.
L. Sweet seconded the motion.
The committee **VOTED** to approve the motion.

II. Operations/Facilities Updates

A. Chief Phillips gave an overview of the Operations/Facilities update as follows:

- **KMPS Average Daily Attendance Data**
  - Average Daily Attendance by Month for KMCE, KMCM, KMCH and KMPS
- **KMPS Chronic Absenteeism Data for all schools:** Nov. YTD 2022 and Nov. YTD 2023

B. Enrollment & Recruitment Updates

- **KMPS Enrollment & Recruitment Updates for all schools**
  - Budgeted Enrollment and Current Enrollment for All Schools
  - Enrolled in and executing the KIPP Foundation Enrollment Trainer Program
  - Developing a comprehensive Enrollment & Recruitment Plan to be executed throughout the school year

C. Facilities Projects Updates

- **Henry Campus**
  - Completed Cafeteria Kitchen Oven Replacement
  - Multi-Purpose Room Lighting Replacement in process

Question:
Committee Chair Anderson: Are we looking for a potential utility cut with the installation of the LED lighting. Would that be major?

Chief Phillips: KMPS can expect approximately 25 to 30% reduction in lighting related utility costs for the Multi-purpose Room at the Henry Campus

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- **Howell Campus**
  - Completed Cafeteria Tables Replacement
  - HVAC Auditorium Chiller, Cooling Tower, and Air Handler Replacement in process
- **TN Public School Security Grant Approved: Funds will used at each school as follows:**
  - **KMCE: A**ddress parking lot lighting deficiencies identified during SY22-23 Security Assessment
  - **KMCM: A**ddress parking lot lighting deficiencies identified during SY22-23 Security Assessment
  - **KMCH:** Will be used to address exterior lighting deficiencies and camera incompatibility identified during SY22-23 Security Assessment

III. Committee Questions

A. Committee Member Sweet:

Question: In the last meeting KMPS informed the committee they would be using the GoTo App instead of ZOOM since it was free and was discussed in the meeting. The Committee need to keep a trail if we are going back to ZOOM and it needs to be noted in the minutes.

Chief Phillips: We thought it was good to maintain a limited ZOOM account for the Board and Committee Meetings. We felt that the platform was more flexible. It will be noted in the minutes.

IV. 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 4:49 PM.

Respectfully Submitted,
J. Ward-Gill