APPROVED

KIPP Memphis Public Schools

Minutes

Operations / Facilities Meeting

Date and Time
Wednesday April 9, 2025 at 4:30 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
J. Neal (remote), L. Johnson III (remote), N. Gatson (remote)

Committee Members Absent
A. Anderson, D. Yancey, R. Crutcher

Committee Members who arrived after the meeting opened
L. Johnson III

Guests Present
G. Phillips (remote), G. Williams (remote), J. Ward-Gill (remote)

I. Opening Items

A. Call the Meeting to Order

N. Gatson called a meeting of the Operations/Facilities Committee of KIPP Memphis Public Schools to order on Wednesday Apr 9, 2025 at 4:36 PM.

B. Roll Call

L. Johnson III arrived at 4:45 PM.

C. Agenda Review

The agenda was reviewed and approved without changes.

D. Approval of Minutes

The minutes from February 12, 2025, will now be approved at the next Committee Meeting on May 14, 2025, due to not having a quorum at the current meeting.

II. Operations/Facilities Updates

A. 2024-25 Student Enrollment Update

Chief Phillips gave an update on the following.

- As of March 28, enrollment was 1,005, slightly below the budgeted 1,017, but appears to be stabilizing.
- 2024-25 Enrollment as of 3/28/25 versus Adjusted Budgeted Enrollment.
- For 2024-25, the main two reasons for student withdrawals are families moving and student behavior.

B. 2024-25 Attendance Update

Chief Phillips gave an update and overview of the following:

- Attendance and Absenteeism for all schools
  - Attendance YOY increased for KMCE & KMCM and a -1.9% dip YOY for KMCH
  - Chronic absenteeism improved at the elementary and middle schools, while KMCH saw an 11.1% year-over-year increase.

Board Member Gatson inquired about the threshold for students to be considered chronically absent. Chief Phillips shared that a student is considered chronically absent when they miss 10% of days they are enrolled.

Board Member Gatson also inquired about the number of students, if any, who have been absent 18 days or more (meaning they won't come off of the chronic absenteeism list). Chief Phillips shared that we will get that information to the committee.

C. 2025-26 Student Recruitment and Enrollment Update

Chief Phillips presented and gave an overview and update on total Enrollment Progress as of March 28th.

- As of March 28, enrollment is at 51% of the 1,564 target, set to ensure at least 1,250 students attend on the first day based on an 80% historical show-up rate. Of the 803 enrolled, 36 are new to KIPP.
- Enrollment and recruitment efforts include weekly team meetings, monthly focus strategies, community outreach events, and social media promotions. March efforts featured canvassing and events; April focuses on highlighting KIPP

achievements and online engagement. The Memphis Lift is also recruiting from March to May.

Question:
Board Chair Johnson: Will you share what's working, what actions are being taken, and what will be done differently this year to avoid falling short of enrollment goals again?

Chief Phillips: KIPP is intensifying recruitment efforts by tracking data weekly and focusing on enrolling new-to-KIPP students, which is crucial to achieving its goals. They've shifted to a unified, monthly recruitment strategy—March featured community canvassing ("March Madness"), while April emphasizes digital outreach through videos and testimonials ("Shine with KIPP"). Additional support includes a $25,000 boost from the KIPP Foundation to fund a part-time recruiter starting April 21, who will focus on both outreach and follow-up.

D. Procurement Update

Chief Phillips provided an update on the newly selected vendors.

- Custodial Service RFP
  - Vendor selected: Triple T Cleaning, LLC
- Security Services RFP
  - Vendor selected: Class AAA Security, LLC
- Transportation Services RFP
  - Vendor selected: BCH Services Group

E. Facilities Update

Regional Office Space

- Current lease at the Higginbotham building expires 5/31/2025
- SST will relocate to the Howell campus, target is 5/16/2025

III. 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 5:15 PM.

Respectfully Submitted,
J. Ward-Gill