



**Meeting Date:** 3/16/16      **Start Time:** 7:38 AM **Adjourned:** 10:21  
**Location:** KIPP North Star Academy  
**Meeting Type:** Board of Directors  
 Minutes submitted by Liza Hill, Director of Operations

|                                   |   |                              |
|-----------------------------------|---|------------------------------|
| <b>Board Members Present:</b>     | Present: Cam Winton, Steve Pieper, Ben Shane, Mike Kurhajetz, Lisa Dunlap, Tristofah Ivory(phone) | <b>Quorum?</b><br><b>yes</b> |
| <b>Board Members NOT Present:</b> | Brian Shephard, Ben Shane, Latasha Gandy  |                              |
| <b>Staff Members Present:</b>     | Alvin Abraham , Luwam Arefe, Liza Hill, Alison Balan  |                              |
| <b>Guests Present:</b>            | Renee Uzong   |                              |

|                    |                                      |          |  |     |  |         |
|--------------------|--------------------------------------|----------|--|-----|--|---------|
| <b>Agenda Item</b> | <b>Conflict of Interest Reminder</b> |          |  |     |  |         |
| Motion             | No motion                            |          |  |     |  |         |
| Made by:           |                                      | Seconded |  |     |  |         |
| Discussion         | No conflicts of interest issues.     |          |  |     |  |         |
| Voted:             |                                      | Yea      |  | Nay |  | Abstain |
| Action:            | None                                 |          |  |     |  |         |
|                    |                                      |          |  |     |  |         |

|                    |   |     |         |                |   |         |
|--------------------|---|-----|---------|----------------|---|---------|
| <b>Agenda Item</b> | <b>Consent Approval: Board Minutes, Executive Committee Minutes, Finance Minutes, Governance Minutes</b>  |     |         |                |   |         |
| Motion             | To approve January and February minutes as presented with proposed change on February minutes.  |     |         |                |   |         |
| Made by:           | Lisa Dunlap   |     | Second: | Mike Kurhajetz |   |         |
| Discussion         | Proposed changes to January 20 <sup>th</sup> board minutes:<br>School Report VOA contract: The agreement is to increase 6% in reading, 10% in math, and 4% in science from the 2014-2015 school year to the 2016-2017 academic school year. |     |         |                |   |         |
| Voted:             | 5   | Yea | 5       | Nay            | 0 | Abstain |
| Action:            |   |     |         |                |   |         |
|                    |   |     |         |                |   |         |



|                    |   |         |  |     |   |         |
|--------------------|---|---------|--|-----|---|---------|
| <b>Agenda Item</b> | <b>Development--KIPPtastic</b>  |         |  |     |   |         |
| Motion             | No motion   |         |  |     |   |         |
| Made by:           |   | Second: |  |     |   |         |
| Discussion         | The goal for KIPPtastic is \$125K. We are currently at \$72K. KIPPtastic Invitations have arrived and will be sent out on 3/16/16. Goal for corporate sponsorship is \$50k, currently at \$33k. There will be a committee of volunteers who are helping with set-up and registration. |         |  |     |   |         |
| Voted:             |   | Yea     |  | Nay | 0 | Abstain |
| Action:            |   |         |  |     |   |         |

|                    |   |         |  |     |   |         |
|--------------------|---|---------|--|-----|---|---------|
| <b>Agenda Item</b> | <b>Development--update</b>  |         |  |     |   |         |
| Motion             | No motion   |         |  |     |   |         |
| Made by:           |   | Second: |  |     |   |         |
| Discussion         | Foundations are at 142% to goal. Individual and corporate giving have increased since the most recent report has been sent out. The current total is \$739k. Alison and Jane have applied for a playground through Kaboom. The final decision about the playground will be made at the end of March, based on information we receive from Kaboom in the next few weeks. |         |  |     |   |         |
| Voted:             |   | Yea     |  | Nay | 0 | Abstain |
| Action:            |   |         |  |     |   |         |

|                    |  |     |         |     |                |         |
|--------------------|--|-----|---------|-----|----------------|---------|
| <b>Agenda Item</b> | <b>Finance Committee—Status Report</b>   |     |         |     |                |         |
| Motion             | To approve January and February Financials   |     |         |     |                |         |
| Made by:           | Cam Winton   |     | Second: |     | Mike Kurhajetz |         |
| Discussion         | A review of February’s financials—cash balance is \$882k, down from January, but very healthy. We are 66.7% expenditures and we are at 77.1% of the budget. We are right on track on expenses, and our fund balance is at 24%. |     |         |     |                |         |
| Voted:             | 5  | Yea | 5       | Nay | 0              | Abstain |
| Action:            |  |     |         |     |                |         |

|                    |  |  |         |  |            |  |
|--------------------|--|--|---------|--|------------|--|
| <b>Agenda Item</b> | <b>Finance Committee—Working Budget</b>  |  |         |  |            |  |
| Motion             | To approve the FY16 revised budget   |  |         |  |            |  |
| Made by:           | Lisa Dunlap  |  | Second: |  | Cam Winton |  |
| Discussion         | Adopting a working budget is necessary in order to reset for items that were unknown at the beginning of the fiscal year. We adjusted FY16 ADM to 200 from 250. Revenues from the state have decreased, but other revenues increased due to Kindergarten start-up funds, fundraising, and Fisher Fellowship grant. Expenses have increased from Real Estate settlement, and increases due to Elementary School start-up, and Special Education. Projected to end the year at 21% fund balance. |  |         |  |            |  |



|         |   |     |   |     |   |         |
|---------|---|-----|---|-----|---|---------|
| Voted:  | 5 | Yea | 5 | Nay | 0 | Abstain |
| Action: |   |     |   |     |   |         |

|                    |   |     |   |          |             |         |
|--------------------|---|-----|---|----------|-------------|---------|
| <b>Agenda Item</b> | <b>Finance—ED performance review</b>                                  |     |   |          |             |         |
| Motion             | To approve the Executive Director’s short term incentive compensation |     |   |          |             |         |
| Made by:           | Cam Winton  |     |   | Seconded | Lisa Dunlap |         |
| Discussion         |   |     |   |          |             |         |
| Voted:             | 5   | Yea | 5 | Nay      |             | Abstain |
| Action:            |   |     |   |          |             |         |

|                    |  |     |   |          |  |         |
|--------------------|--|-----|---|----------|--|---------|
| <b>Agenda Item</b> | <b>Governance—New board members</b>  |     |   |          |  |         |
| Motion             | To vote on Caroline Correia , Brenda Quaye, and Sean Walker to join the KIPP Minnesota Board.  |     |   |          |  |         |
| Made by:           |  |     |   | Seconded |  |         |
| Discussion         | Renee Uzong gives update on the Governance Committee’s onboarding process for new board members. Ben Shane will reach out to the three newest board members and walk them through the new process. |     |   |          |  |         |
| Voted:             | 5  | Yea | 5 | Nay      |  | Abstain |
| Action:            |  |     |   |          |  |         |

|                    |   |     |  |         |   |         |
|--------------------|---|-----|--|---------|---|---------|
| <b>Agenda Item</b> | <b>School Report—Dashboard</b>  |     |  |         |   |         |
| Motion             | No motion   |     |  |         |   |         |
| Made by:           |   |     |  | Second: |   |         |
| Discussion         | Alvin has moved the dashboard in the school folder, as it is data that pertains to the school, not governance. KIPP national asks 6 essential questions to measure where we are at as a school/region. Alvin gives a brief update, highlighting that there is currently a lot of work focused on suspensions. |     |  |         |   |         |
| Voted:             |   | Yea |  | Nay     | 0 | Abstain |
| Action:            |   |     |  |         |   |         |

|                    |   |     |  |         |   |         |
|--------------------|---|-----|--|---------|---|---------|
| <b>Agenda Item</b> | <b>School Report—Update on KNSA Principal for FY17</b>  |     |  |         |   |         |
| Motion             |   |     |  |         |   |         |
| Made by:           |   |     |  | Second: |   |         |
| Discussion         | Alvin has spoken to many different contacts to find a high performing candidate for Principal. There are some applicants in the pipeline, and the process is continuing with in person interviews, panels, etc. |     |  |         |   |         |
| Voted:             |   | Yea |  | Nay     | 0 | Abstain |
| Action:            |   |     |  |         |   |         |



|                    |   |         |  |     |   |         |
|--------------------|---|---------|--|-----|---|---------|
| <b>Agenda Item</b> | <b>School Report—Student Recruiting Update</b>  |         |  |     |   |         |
| Motion             | No motion   |         |  |     |   |         |
| Made by:           |   | Second: |  |     |   |         |
| Discussion         | Shelly Griffin is the new Student Recruitment and Family Engagement manager. Her focus right now is recruiting incoming Kindergartners, 5 <sup>th</sup> , and 6 <sup>th</sup> graders for FY16-17. She will focus on Family Engagement in the Fall. Total recruiting goal is 260 students, with many recruiting events scheduled. |         |  |     |   |         |
| Voted:             |   | Yea     |  | Nay | 0 | Abstain |
| Action:            |   |         |  |     |   |         |

|                    |  |         |  |     |   |         |
|--------------------|--|---------|--|-----|---|---------|
| <b>Agenda Item</b> | <b>School Report—KIPP North Star Academy</b>   |         |  |     |   |         |
| Motion             | No motion  |         |  |     |   |         |
| Made by:           |  | Second: |  |     |   |         |
| Discussion         | Update given by Luwam Arefe: The current areas of focus are testing season, reviving upper school culture, and hiring for FY17. Rebecca Gallt has joined the Upper School administrative team to build culture and academics, which helps Luwam be able to focus on other key areas. Interventions have started for targeting the students who are close to passing the MCA, but still behind. |         |  |     |   |         |
| Voted:             |  | Yea     |  | Nay | 0 | Abstain |
| Action:            |  |         |  |     |   |         |

|                    |   |         |  |     |   |         |
|--------------------|---|---------|--|-----|---|---------|
| <b>Agenda Item</b> | <b>School Report—Real Estate</b>  |         |  |     |   |         |
| Motion             | No motion   |         |  |     |   |         |
| Made by:           |   | Second: |  |     |   |         |
| Discussion         | Alvin Abraham has been working with Mathias Mortenson. He will be joining the April and May Finance Committee meetings. We will utilize that time to get feedback from him regarding the real estate/facility plan. The Finance Committee will report to the Board at the June meeting. Alvin is also working with Jeff Laux to make sure that the facility is ready for KIPP North Star Primary in FY17. |         |  |     |   |         |
| Voted:             |   | Yea     |  | Nay | 0 | Abstain |
| Action:            |   |         |  |     |   |         |

|                    |  |         |  |  |  |  |
|--------------------|--|---------|--|--|--|--|
| <b>Agenda Item</b> | <b>School Report KIPP Through College</b>  |         |  |  |  |  |
| Motion             | No motion  |         |  |  |  |  |
| Made by:           |  | Second: |  |  |  |  |
| Discussion         | Alvin updates the board on the KIPP Talk that was held on 3.16.16 and his discussion with a few of the community members/donors who attended. Lexi is speaking at 8 <sup>th</sup> grade promotion. The KTC team is working very closely with families on applications, scholarships, and high school graduation. There are |         |  |  |  |  |



|         |   |     |  |     |   |         |
|---------|---|-----|--|-----|---|---------|
|         | many different programs that Rebecca Galt and Alex Plattner are discovering about where to place kids who attending alternative programs. KIPP is partnering with the Phillips foundation to hire an Americorps member who will join the KTC team for FY17. |     |  |     |   |         |
| Voted:  |   | Yea |  | Nay | 0 | Abstain |
| Action: |   |     |  |     |   |         |

|                    |   |     |         |     |   |         |
|--------------------|---|-----|---------|-----|---|---------|
| <b>Agenda Item</b> | <b>School Report: KIPP North Star Primary</b>   |     |         |     |   |         |
| Motion             | No motion   |     |         |     |   |         |
| Made by:           |   |     | Second: |     |   |         |
| Discussion         | Amanda is at a training in Denver that is focusing on the math curriculum that will be used next year. She is currently highly focused on hiring, with several qualified candidates in the pipeline. She is also working very closely with Shelly on recruitment. |     |         |     |   |         |
| Voted:             |   | Yea |         | Nay | 0 | Abstain |
| Action:            |   |     |         |     |   |         |

|                    |  |     |         |     |   |         |
|--------------------|--|-----|---------|-----|---|---------|
| <b>Agenda Item</b> | <b>Board Composition</b>   |     |         |     |   |         |
| Motion             | No motion  |     |         |     |   |         |
| Made by:           |  |     | Second: |     |   |         |
| Discussion         | Cam addresssee the issues of governance and commitment to the Board as a member. The importance of attendance, communication, and participation is important. If current board members are not able to fulfill the commitments, we may ask them to participate in a different way. |     |         |     |   |         |
| Voted:             |  | Yea |         | Nay | 0 | Abstain |
| Action:            |  |     |         |     |   |         |