Board of Directors Meeting Minutes

August 21, 2020
Due to COVID-19 this meeting was held virtually

Directors in Attendance: Joe Arnold, Jim Bostic, Gayle Burnett, Hector Calzada, Sidney Childress, Rick Deane, Frank Glover, Sid Harris, Dennis Love, W.E. “Chris” Lowe, Catherine Mealor, Stacey Mohr, JaKathryn Ross, Deborah Sudbury

Directors Absent: Mike Gaburo

Honorary Members in Attendance: Jack Ward, Kathe Brown, Marni Mohr, Sid Harris, Tom Avery

Regional Staff Members Present: Kinnari Patel-Smyth, Angela Bond, Crystal Nasir, Mini’imah Shaheed, Courtney Bell, Dave Howland, Kelly Shields, Ra’Chel Ford, Chelsea Cobb and Tim DeBruyne

School Members Present: None

The meeting was called to order at 8:02 a.m.

I. Mission Moment (Kinnari Patel-Smyth)
   a. Joe Arnold welcomed the Board to the first meeting of the school year. Kinnari Patel-Smyth next shared the mission moment, highlighting the One Region Summit which took place in July.
   b. The Board watched three short videos from the One Region Summit, first highlighting KIPP STRIVE Primary, second the overview and welcome from Kinnari, and third, a clip from the keynote address.
   c. Kinnari closed by highlighting the years of service honorees, including 3, 5, 10, and for the first time, 15 years of service.

II. Board Chair Updates & Consent (Joe Arnold)
   a. Board Chair Updates
      i. Joe thanked the board members who were able to join the One Region Summit and encouraged the Board to join events when they take place throughout the year.
   b. Policies and Minutes
      i. Joe next highlighted the annual policies that the Board received along with the updates to said policies. Kinnari provided an update that the student discipline policy and expulsion policy have not been updated as the policies need to be informed by district partner policies.
      ii. Joe also reviewed the June meeting minutes.
      iii. Jim Bostic moved to accept the June Meeting Minutes, and adopt the Board Policies and grant Crystal Nasir in concert with the Board Chair and Chair-Elect,
the authority to finalize the Student Discipline and Expulsion policies, Sidney Childress seconded. The motion passed unanimously.

III. Committee Updates
   a. Advocacy Committee (Jim Bostic - Chair)
      i. Jim Bostic provided an update on the Advocacy Committee’s FY20 work and highlighted the proposed work for the FY21 year. Jim shared the Advocacy Committee will be focused on Voter registration for FY21 and will be working to track both state and federal legislation related to charter schools.
   b. Development Committee (Deborah Sudbury & Frank Glover – Co-Chairs)
      i. Dave Howland provided an update on the Development Committee’s FY20 work and highlighted the proposed work for the FY21 year. Dave highlighted that the FY20 fundraising goal was met and the capital campaign continued to raise funds.
      ii. Dave shared that the Development Committee will be focused on individual giving and stewardship in FY21.
      iii. Deb Sudbury and Frank Glover shared an update on the individual giving plan and asked that the Board be prepared to help identify and steward individuals.
      iv. Dave closed by sharing an update on fundraising events for FY21.
   c. Finance Committee (Dennis Love - Chair)
      i. Dennis Love provided an update on the Finance Committee’s work over the past few months highlighting that the Finance Committee had been meeting more regularly during the initial stages of the COVID-19 pandemic.
      ii. Dennis further shared an update that the Finance Committee is proposing the formation of a sub-committee dedicated to reviewing and recommending a facility option for KIPP South Fulton Primary, ensuring that the recommendation is vetted by the community and reviewing and recommending financing solutions.
      iii. Kelly Shields shared an update on the Annual Endowment Withdrawal. The Finance Committee was recommending a 4.5% annual transfer for college scholarships.
         1. Jim Bostic moved to approve the Facilities Sub-Committee and the Endowment Annual Spend, Catherine Mealor seconded. The motion passed unanimously.
   d. Committee on Directors (Rick Deane - Chair)
      i. Joe Arnold provided an update that Committee on Directors had the opportunity to meet with Dr. Dawn Griffin and were recommending her nomination to the Board. Joe provided an overview of Dr. Griffin’s biography and experiences.
         1. Joe Arnold moved to elect Dr. Dawn Griffin to the Board, Gayle Burnett seconded. The motion passed unanimously.
      ii. Tim DeBruyne provided an update on Bylaw and the Committee Charter revisions. Tim reviewed the updates to the Bylaws and Committee Charters, which included updating membership criteria and obligations for committees, and setting forth criteria for the Honorary Board.
iii. Tim further shared updates to revise the Slate to include Dr. Dawn Griffin on the Development Committee, Sid Harris becoming an Honorary Director and Rick Deane joining the Finance Committee as Board Chair Elect.
   1. Stacey Mohr moved to approve the Bylaw Revisions, Committee Charter Updates and the revised Slate, Sidney Childress seconded. The motion passed unanimously.

IV. Virtual Learning Launch (Mini’imah Shaheed & Crystal Nasir)
   a. Virtual Learning Launch
      i. Mini’imah Shaheed shared an overview of the planning process and the decision making that influenced the virtual learning plan.
      ii. Mini’imah provided an overview of the schedules for each grade level and the considerations that went into the schedule. Mini’imah highlighted the importance of having both synchronous and asynchronous opportunities for scholars and families.
      iii. Mini’imah shared an overview of the support systems in place for scholars and families to support social emotional learning.
      iv. Mini’imah shared details about the attendance protocol and the push to ensure 100% outreach to scholars and families every day.
   b. School Operations
      i. Crystal Nasir highlighted that more than 5,000 meals were distributed during this week’s meal distribution and that 96% of families who elected to receive meals picked them up. Crystal noted that families can opt in at any time to receive weekly meals.
      ii. Crystal shared that more than 4,000 chromebooks were distributed and almost 600 hot spots. Crystal shared that in addition to distribution, the technology team will continue to provide support to scholars and families during the pendency of virtual learning.
   c. The session closed with a question and answer session. The Board asked a variety of questions about virtual learning, key metrics to monitor and ways to ensure all KIPPsters are supported throughout virtual learning.

V. ED Updates (Kinnari Patel-Smyth)
   a. Kinnari walked the Board through a revised dashboard. Specifically, the Development Team has raised 69% of the operating goal. Kinnari shared that the 2020 goal of 80% teacher retention was met, and shared updates from the KIPP Through College team, including that 100% of the Class of 2021 had completed their 9+ College Wishlists.
   b. Kinnari next shared an overview of the COVID response protocol and provided the Board with an update on the protocols that KIPP Metro Atlanta has put in place.
   c. Kinnari next shared an update on our enrollment, noting that as of yesterday, we had met our enrollment goal, and had a waitlist of 2,718.
   d. Kinnari closed the ED updates by sharing an overview of KIPP Metro Atlanta’s path forward during COVID-19. Kinnari shared an overview of the feedback structures that will be in place to ensure that the needs of scholars, families and staff are being met.

VI. 2025 Update (Kinnari Patel-Smyth)
a. Kinnari Patel-Smyth next provided an overview of the 2025 strategic planning process, reminding the Board of the 5 key imperatives: Learning Experience, Alumni Success, Community Engagement, Growth, and Racial Justice.

b. Kinnari shared that the goal is to continue to evaluate these initiatives and work streams attached to each imperative and to finalize them in the coming months. Kinnari shared that the goal is to start the socialization and feedback process in January with a goal of full implementation in May.

c. Kinnari cautioned the Board that this timeline was tentative and will be impacted as the COVID-19 pandemic continues.

VII. Close Out (Kinnari Patel-Smyth)

a. Tim DeBruyne reviewed the upcoming Board Meeting schedule and provided the Board with guidance and next steps to complete required training hours.

The meeting was adjourned at 11:00 a.m.

Minutes taken by Angela Bond, Board Secretary