

**KIPP DuBois Charter School
Board of Trustees Meeting**

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| Date: | Wednesday, December 5th, 2018 |
| Time: | 8:30AM-11:00AM |
| Location: | Temple Administrative Services Building 2450 W Hunting Park Ave Philadelphia, PA 19140 |

CALL TO ORDER: A regular meeting of the KIPP DuBois Charter School Board of Trustees in joint session with regular meetings of the KIPP West Philadelphia Preparatory Charter School Board of Trustees, KIPP Philadelphia Charter School Board of Trustees, KIPP West Philadelphia Charter School Board of Trustees, KIPP North Philadelphia Charter School Board of Trustees, and KIPP Parkside Charter School Board of Trustees was held at the Temple Administrative Services Building on Wednesday, December 5, 2018. The meeting convened at 8:46AM, President Steve Casper presiding.

MEMBERS OF THE BOARD IN ATTENDANCE: Toya Algarin; Natasha Boston; Steve Casper; Alisa Field; Wydia Simmons; Samantha Wilson Jones; Jerry Davidse; Ann Aerts; David Reuter; Samuel Whitaker

MEMBERS NOT IN ATTENDANCE: Nancy Scharff;

OTHERS IN ATTENDANCE:

CMO Staff: Jessica Cunningham Akoto; Zoe Rankin; Natalie Wiltshire; Molly Eigen; Eugénie Elie; Whitney Jones

KASC Members: Susan Hollenstein; Linda Kronfeld; Richard Knowles

Guests: Kate Essex; Kaya Stone; David Sekerak

WELCOME AND INTRODUCTIONS: S. Casper led introductions and welcomed trustees to the retreat. S. Casper also thanked L. Kronfeld for becoming the new chair of the Development Committee.

STUDENT FOCUS : J. Cunningham Akoto shared news about Samirah Deshields, KDCA Class of 2019, who interns with the Academics Team in the Regional Office and earned a four-point jump on her ACT's.

CONSENT AGENDA: S. Casper asked for affirmation of the following resolutions:

A. KPCS: RESOLVED that the KPCS Board of Trustees has reviewed and approved the items comprising the consent agenda, which include:

- September 12, 2018 meeting minutes (Exhibit A1)
- New hires (Exhibit B1)
- Quarterly Reports - (Exhibit C1)
- Updated Financial Policy Exhibit D1)
- Updated Policies (Exhibit E)

B. KWPP: RESOLVED that the KWPP Board of Trustees has reviewed and approved the items comprising the consent agenda, which include:

- September 12, 2018 meeting minutes (Exhibit A2)
- New hires (Exhibit B2)
- Quarterly Reports - (Exhibit C2)
- Updated Financial Policy Exhibit D2)
- Updated Policies (Exhibit E)

C. KDCS: RESOLVED that the KDCS Board of Trustees has reviewed and approved the items comprising the consent agenda, which include:

- September 12, 2018 meeting minutes (Exhibit A3)
- New hires (Exhibit B3)
- Quarterly Reports - (Exhibit C3)
- Updated Financial Policy Exhibit D3)
- Updated Policies (Exhibit E)

D. KWPCS: RESOLVED that the KWPCS Board of Trustees has reviewed and approved the items comprising the consent agenda, which include:

- September 12, 2018 meeting minutes (Exhibit A4)
- New hires (Exhibit B4)
- Quarterly Reports - (Exhibit C4)
- Updated Financial Policy Exhibit D4)
- Updated Policies (Exhibit E)

E. KNPCS: RESOLVED that the KNPCS Board of Trustees has reviewed and approved the items comprising the consent agenda, which include:

- September 12, 2018 meeting minutes (Exhibit A5)
- New hires (Exhibit B5)
- Quarterly Reports - (Exhibit C5)
- Updated Financial Policy Exhibit D5)
- Updated Policies (Exhibit E)

DISCUSSION: S. Casper asked for discussion regarding the consent agenda. Hearing none, S. Casper asked for a motion and second.

Motion: A. Aerts moved to affirm, J. Davidse seconded. The vote in favor was unanimous.

ACADEMICS UPDATE: T. Algarin provided an update on KIPP Family Association initiatives for 2019. J. Cunningham Akoto provided an update on 2017-18 Academic Results. J. Cunningham Akoto provided an update on Regional Academics teacher performance and talent metrics.

COMMITTEE REPORTS

GOVERNANCE : S. Wilson Jones provided an update on new trustee recruitment.

DEVELOPMENT: R. Knowles provided an update on fundraising progress to goals and facilitated a discussion around development.

FINANCE and FACILITIES: D. Sekerak, Director from CLA Connect, led a report on the KASC and KPCS audit results.

RESOLUTION #1A: KPCS: RESOLVED that the Board of Trustees reviewed and approved the audited financial statements

RESOLUTION #1B: KWPP: RESOLVED that the Board of Trustees reviewed and approved the audited financial statements

RESOLUTION #1C: KDCS: RESOLVED that the Board of Trustees reviewed and approved the audited financial statements

RESOLUTION #1D: KWPCS: RESOLVED that the Board of Trustees reviewed and approved the audited financial statements

RESOLUTION #1E: KNPCS: RESOLVED that the Board of Trustees reviewed and approved the audited financial statements

S. Casper asked for discussion regarding the Audit Report. Hearing none, S. Casper asked for a Motion and Second.

Motion: S. Wilson Jones moved to affirm, D. Reuter seconded. The vote in favor was unanimous.

W. Jones presented a report on Revised Budgets, Budget-to-Actuals Reports, and a revised compensation plan.

RESOLUTION #2A: KPCS: RESOLVED that the Board of Trustees reviewed and approved the 2017-18 revised budget

RESOLUTION #2B: KWPP: RESOLVED that the Board of Trustees reviewed and approved the 2017-18 revised budget

RESOLUTION #2C: KDCS: RESOLVED that the Board of Trustees reviewed and approved the 2017-18 revised budget

RESOLUTION #2D: KWPCS: RESOLVED that the Board of Trustees reviewed and approved the 2017-18 revised budget

RESOLUTION #2E: KNPCS: RESOLVED that the Board of Trustees reviewed and approved the 2017-18 revised budget

S. Casper asked for discussion regarding the Revised Budget. Hearing none, S. Casper asked for a Motion and Second.

Motion: J. Davidse moved to affirm, S. Wilson Jones seconded. The vote in favor was unanimous.

N. Wiltshire facilitated a discussion on revenue reserves among the school leaders and systems in place for the programmatic requests to use reserved revenue funds in the schools. Finance Committee will meet to further discuss and support strategies for the compensation work plan. N. Wiltshire presented a report on real estate.

Recommended Action for Executive Committee: Move to approve execution of an amended lease for KWPCS for 5070 Parkside Avenue when it becomes available thus resolving the need to vote on Resolution #4

No Public Comment

New Business :

S. Casper asked board to approve a new June board meeting date. The board meeting will now be held June 12th 2019. The board agreed to the change of date.

No Old Business

No Announcements

ADJOURNMENT The next KIPP Philadelphia Charter Schools Board meeting will be held on March,06, 2019 at 4:00PM. D. Reuter moved to adjourn the meeting. N. Boston seconded the motion. The December 5, 2018 meeting was adjourned at 11:17AM.