

**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS
OF
KIPP COLORADO SCHOOLS**

December 11, 2018

**DATE, PLACE AND
PERSONS PRESENT**

A meeting of the Board of Directors of KIPP Colorado Schools was held on December 11, 2018 at 1390 Lawrence Street, Denver, CO 80204 with advance public notice duly provided. Present were Board members Dan Friesen, Kellie O'Keefe, Ken Joel, Jackie Hawkey, Yvette Wikstrom, Drew Tyrie and Lisa Roy. Beth Behnke and Polly Breit joined by phone.

Board members Maria De Cambra and Todd Ezrine were absent.

Chief Executive Officer Kimberlee Sia, Chief Operating Officer Anjali Featherstone, Chief School Officer Kurt Pusch, Director of External Affairs Jodie Cantrell, Director of Development & Individual Giving Alicia Economos, Director of KIPP Through College Irma Venegas, Director of Finance Geoff Brovich and Executive Assistant Annabel Arroyo were also present. Rich Billings Partner from the Charter School Growth Fund was also present.

Board Chair Dan Friesen presided at the meeting and called it to order at 9:07 am.

QUORUM

9 of the 11 directors were present. A quorum existed for the purpose of conducting business.

PUBLIC COMMENT

There were no comments from the public presented during the meeting.

CONSENT AGENDA

- Dan called for a motion to approve the minutes from the Board meeting held on October 9, 2018. Ken approved and Kellie seconded the motion. The motion was approved unanimously.
- Dan called for a motion to approve the minutes from the Board meeting call held on October 22, 2018. Ken approved and Kellie seconded the motion. The motion was approved unanimously.

DEVELOPMENT COMMITTEE UPDATE

- Development Associate has transitioned from KIPP and new job description is being written.
- A consultant has been contracted as of January to support the grant writing process.
- Several grants have been submitted with additional submissions to happen in January 2019.
- Estimate for pending grants to be approved is about half.
- Individual giving is at its all-time high with this year hitting a 200k total as of December 2018.
- Development committee to focus on increasing giving opportunities during 2019 Growing Minds Celebration.

STRATEGIC COMMITTEE UPDATE

- KIPP Colorado has been approached by another school entity to discuss the possibility of a turnaround.
- Strategic Committee having preliminary conversations around this opportunity.
- Board members discussed the different turnaround situations that can exist and the possible risks of doing a turnaround.
- Additional brainstorming to continue around enhancing skills to successfully complete a turnaround if the organization decides to move forward with this or future opportunities.

FINANCE COMMITTEE UPDATE

- Finance committee creating a more detailed dashboard reflecting budget expenses per month.
- Balances are currently on target with expenses.
- Focus for January 2019 is to explore new bank options and complete the transfer by March 2019.
- A Budget Amendment is required every December after Count Day has been completed.
- Jackie called for a motion to approve a Budget Amendment for the 2018-19 Fiscal Year. Kellie approved and Ken seconded the motion. The motion was approved unanimously.

AUDITOR PRESENTATION

- At this moment Jodie Cates, Managing Director at BKD joined to give an overview of the 2018 Audit results.
- Board members were given the Management Letter and when through the findings.
- Results from Audit were impacted by the large transition that took place in 2018 within the Finance Team.
- Finance has included a transition plan as part of their priorities in the new calendar year and have contracted an outside source to help with staffing needs as team continues to be understaffed.

**GOVERNING &
NOMINATING
COMMITTEE UPDATE**

- Dan Friesen has elected to step down from the Board effective December 11, 2018 and Ken Joel to complete Dan's remaining term.
- Drew called for a motion to approve Dan's request to step down from the Board and appoint Ken as the new Board Chair. Jackie approved and Lisa seconded the motion. The motion was approved unanimously.
- Board membership is currently at 10, with 4 candidates currently in the pipeline and with an overall Board membership goal set at 15.
- Efforts to recruit additional committee members with more active participation is also a goal for the committee.

**ACADEMIC COMMITTEE
UPDATE**

- Progress monitoring taking place for English Language Arts/Literacy and Math.
- Committee will begin focusing reporting on key transition grades ECE, 4th, 8th and 11th.
- Goals may vary by school as schools set goals to work towards, trending towards state test goals.
- KSPE started the school year fully enrolled, but enrollment dropped after round 2 of Choice came to a close.
- The Advocacy & Community Engagement team is working on a strategy to better support KSPE between round 1 and round 2 of Choice.

**COMMITTEE
DASHBOARD & GOAL
SETTING FEEDBACK**

- A brief discussion took place around expectations for committee reporting and goal setting for the remainder of the 2018-19 year.

EXECUTIVE SESSION

- At 11:32 AM Jackie called for a motion to move into Executive Session for the purpose to discuss Personnel matters *(C.R.S. 24-6402(4)(f) - Personnel matters*. Ken approved and Kellie seconded the motion. The Executive Session was digitally recorded.

ADJOURN

- The meeting adjourned at 12:31 PM.

Submitted by Annabel Arroyo on behalf of
Secretary, Beth Behnke



Beth Behnke