

KIPP Jacksonville  
Board Meeting Minutes  
April 17, 2018

A KIPP Board meeting was held at KIPP Jacksonville on April 17, 2018.  
1440 McDuff Avenue North Jacksonville, FL 32254  
12:00 PM – 2:00 PM

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**Directors in Attendance**

Gary Chartrand  
John Baker  
Charlie Zimmer  
Bill Walton  
Dan Edelman  
Cheryl Fountain  
Joe Barrow  
Tim Groover  
Will Ketchum  
Gary Norcross  
Wayne Clark

**Staff Members Present**

Jennifer Brown  
Zach Rossley  
Lize Pierre  
Stephanie Salustro  
Kaya Stone  
Kim  
Lauren

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12:03 PM Gary Chartrand called the meeting to order.

Motion was made to approve minutes from the previous meeting. Motion was seconded and approved.

Executive Director Update

Jen informed the Board that FSA testing has begun and will continue the rest of the month.

For the Mission Moment, she shared a KIPP video that is shown at information sessions.

Jen updated the Board on two former students, now in high school, who have been accepted to multiple colleges.

Annual Goals 2017-2018

Jen went over some of the highlights of the Annual Goals handout and briefly discussed the challenge of predicting how the students will perform on the FSA. She then turned the presentation over to Kim, who spoke about the areas they are feeling positive about and those which are of more concern. She discussed the 2017 FSA performance numbers vs. current proficiency assessments and answered board members' questions.

There was additional discussion related to the high school graduation percentages, and Kim explained the reasons some students had dropped out of high school. She said Erin Almond and her team continue to actively counsel and assist those students who are still in Duval County.

Kim said College Signing Day will be April 30<sup>th</sup> at 2:30 in the gym and invited the Board to attend. This is for the first class of graduating students.

Jen spoke about Teacher Retention and said they are having quarterly reviews with teachers. Lauren said they are 75% hired for all instructional roles and are on track to hit benchmarks. Lauren went into more detail about the hiring and retention process and answered questions from the Board.

Legislative Update

Zach updated the Board on the 2018 Legislative Session, the FY19 Budget, including fundraising goals and mortgage debt payments, and plans to open new middle and high schools in 2021.

External Outreach

Jen discussed the External Outreach handout and asked the Board how they preferred to receive this information and how often. Gary Chartrand said a monthly email with the information would be good. One suggestion was to include whether the meetings were scheduled or had already taken place.

### School Safety

Zach thanked Wayne for coming to KIPP after the recent school shooting at Margory Stoneman Douglas High School. Wayne assisted with a safety assessment of the buildings and implementation of procedures including safety drills, visitor procedures, classroom security, and communications. Wayne discussed the SB 7026 bill including requirement to have a school resource officer. He will discuss this further with Zach.

### Communications Plan

Jen spoke about the audit of KIPP Jacksonville's communications and said Bonnie will reach out to Board members to conduct telephone or in-person interviews.

### Academic Planning 2018-2019

Jen said the two main target areas are Academic Improvement and Community Engagement. She told the Board that one concern is that a local grocery store, Harvey's, is slated to close, which will impact the community. She is considering putting a food pantry on campus. Tim gave Jen a good resource who may partner on this. Dan said he can help her connect with Feeding Northeast Florida, another good partner.

### On The Horizon

Jen listed several upcoming items:

- College Signing Day. Board members are encouraged members to attend.
- Visit from Richard Barth
- Summer Engagement plans to maintain ties with parents
- Online survey to determine Board meeting dates for the 2018-2019 school year

### KIPP: Ask

Jen asked the board members to invite a specific person from the KIDS Hope Alliance board to visit KIPP. Several board members offered to do so.

1:43 Kim and Lauren left the meeting.

### Fundraising Update

Stephanie gave the fundraising update and said that donations are exceeding expectations. She said she was working on the upcoming reception at John Baker's home, which will be at the conclusion of Richard Barth's visit on May 22<sup>nd</sup>.

### Education Committee

Cheryl said there was nothing more to report at this time.

### Governance Committee

Joe said they are continuing to work on adding additional board members.

**VOTED: Gary Chartrand said that Joe Barrow had expressed his willingness to serve as Vice-Chair. Motion was made to approve Joe Barrow as Vice-Chair. Motion was seconded and approved.**

### Finance Committee

Dan said he had nothing further to report.

1:48 PM Stephanie left the meeting.

Jen made final comments. She spoke about the leadership team coming on board including a Chief Officer.

Charlie commended Jen and her staff on the presentation materials.

1:52 PM Jen, Zach, Lize, and Kaya left the meeting.

Executive Session

Gary Chartrand went over the Performance Goals dashboard and there was discussion of this.

1:55 PM Meeting Adjourned

Minutes taken by Linda Powers