



KIPP Jacksonville  
Board Meeting Minutes  
September 18, 2018

A KIPP Board meeting was held at KIPP Jacksonville on September 18, 2018.  
1440 McDuff Avenue North Jacksonville, FL 32254  
12:08 PM – 2:15 PM

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**Directors in Attendance**

Gary Chartrand  
John Baker  
Joe Barrow  
Bill Walton  
Wayne Clark – via phone  
Dan Edelman – via phone

**Staff Members Present**

Jennifer Brown  
Zach Rossley  
Lize Pierre  
Melissa Fullmore

**Visitors Present**

C. Mickee Brown

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12:08 PM Gary Chartrand called the meeting to order. It was noted that a quorum was not present.

Approval of Minutes from the previous meeting was tabled until a quorum could be established.

Executive Director Update

Jen introduced C. Mickee Brown, a prospective Board member and parent of a KIPP student.

Mission Moment

Each Board member received an individual letter from a KIPP student, and Jen explained that the correspondence would continue throughout the school year and would give the members a personalized glimpse into a student's journey. Several Board members expressed that this was a great idea.

Annual Goals 2017-2018

Jen discussed the information on last year's annual goals dashboard, including student and teacher attrition/retention. She presented the new dashboard with 2018-2019 Annual Goals and went over those line items. The 2018-2019 theme is "Getting Better Together." She discussed values and the two main goals - academic improvement and community engagement.

Jen discussed with the Board her thoughts regarding a Growth and Expansion plan. Zach said he would work on a model for the Finance Committee to review. There was agreement the Board retreat should include a Growth Readiness Criteria scoring exercise.

External Outreach

Jen talked about face-to-face meetings that had taken place and recent financial contributions received, as well as scheduled meetings in September and October.

Community Events include the mobile food pantry and the upcoming Health and Resource Fair in November.

Board Business

Gary asked the Board members to sign the Commitment/Conflict of Interest forms. Those present did so.

Gary briefly discussed the Governance Bylaws, which will be discussed further at the Board retreat.



Jen informed the Board that due to the need for a literacy audit they have contracted with the Florida Institute of Education at UNF. Board member Cheryl Fountain has agreed to help with this and therefore is taking a one-year leave of absence from the Board to work in this capacity.

John noted they needed someone to chair the Education Committee and possibly add an educator to the Board.

#### Financing Committee

Zach said there was nothing new to report at this time.

#### Fundraising Update

Stephanie Salustro joined the meeting and gave a fundraising update. She said they exceeded last year's goal but need to stay steady. A Spring Fundraising Event has been approved, which she would like to see as an annual event. The theme will be a KIPP Family Feud with a celebrity host and tentatively scheduled to take place April 26, 2019.

Stephanie left the meeting.

Melissa, Jen, Zach, Lize, and C. Mickee also left the meeting at this time.

#### Executive Session

Wayne Clark and Dan Edelman joined the meeting via phone which, along with the other Board members present, constituted a quorum.

**VOTED: Motion was made to approve the Minutes from the previous meeting. Motion was seconded and approved.**

The Board discussed the Resolution to approve the list of Out-of-Field Teachers.

**VOTED: Motion was made to approve the list of Out-of-Field Teachers. Motion was seconded and approved.**

The Board discussed the bonus calculations.

**VOTED: The Board approved bonuses as per the recommendations discussed.**

2:15 PM Meeting Adjourned

Minutes taken by Linda Powers