



KIPP Jacksonville  
Board Meeting Minutes  
October 1, 2019

A KIPP Board meeting was held at KIPP Jacksonville, 1440 McDuff Avenue North Jacksonville, FL 32254 on October 1, 2019 from 12:00 PM – 1:52 PM.

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**Directors in Attendance**

Gary Chartrand (via phone)  
Gary Norcross (via phone)  
Cheryl Fountain  
Dan Edelman  
Will Ketchum  
Wayne Clark  
John Baker

**Staff Members Present**

Jennifer Brown  
Zach Rossley  
Melissa Fullmore  
Lize Pierre  
Nikki Smith  
Lauren Chauncey

**Visitors**

Kaya Stone  
Kelt Kindick

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12:03 PM After noting that a quorum was present, Gary Chartrand called the meeting to order.

As the Board needed to meet in Executive Session earlier in the meeting, all staff members and guests except Jen and Kaya adjourned to another room.

Executive Session

At Gary Chartrand's request, Jen went over the bonus evaluation structures with the Board and answered their questions. Jen and Kaya then left the room. The Board members discussed the bonuses and the new ED evaluation structure.

**VOTED: Motion was made to approve the bonus evaluation structures as presented by Jennifer Brown. Motion was seconded. None opposed. Motion was approved.**

The Executive Session ended at 12:17 PM, at which time the staff members and guests rejoined the meeting.

Mission Moment

Jen presented a proposed Mission Statement and asked for feedback. Several Board members made positive comments, saying that it was all-encompassing and more meaningful than the previous mission statement.

Executive Director Update

Jen presented the metric dashboard and discussed successes and challenges. She went over the five Strategic Priorities and stated these are the items they will focus on the most and that each has a clear plan of action. Other issues will continue to be monitored as well.

Lauren spoke to the Board about teacher retention and the Path to Increased Persistence. She said the exit interviews help identify trends regarding why those teachers are departing, and she discussed possible strategies. They will continue to have conversations with teachers throughout the year. Jen said they do have an action plan and she will send that to the Board.

(12:49 PM John Baker joined the meeting.)

The Board discussed this further. Gary Chartrand asked the Education Committee Task Force to look at this issue and bring suggestions to the Board prior to the next meeting in January.



Looking Head: Jen told the Board that, instead of looking ahead from year to year, she would prefer to look at the next five to ten years. Jen said she has been working with the KIPP national network group and shared graphs comparing results from small-, medium-, and large-region schools which illustrated markedly higher results in the large-region schools.

(1:04 PM Wayne Clark left the meeting)

Jen said they will be partnering with Bain & Company and Attuned Education Partners to work on strategic planning issues over the next four months. She then introduced Kelt Kindick with Bain & Company.

(1:10 PM Tim Groover joined the meeting)

Mr. Kindick told the Board that Bain & Company has worked with KIPP for approximately ten years and he is looking forward to working with KIPP Jacksonville with a goal of improving the student learning experience and growing the number of students served. He spoke about his team members and their experience working with other KIPP schools. In order to gather information, he presented a list of questions for the Board, and several Board members provided feedback about specific issues they felt need to be addressed.

(1:30 PM Dan Edelman left the meeting)

#### Board Business

Gary Chartrand asked that all Board members complete and sign the Conflict of Interest form, which would be sent to them today.

**VOTED: Motion was made to approve the Out of Field teachers. Motion was seconded. None opposed. Motion was approved.**

#### Finance Committee

Zach reported that the Finance Committee had a good conversation regarding fiscal year 2020.

#### Fundraising Committee

John reported that the Fundraising Committee met last week and discussed historical results. He said they may need to increase efforts in order to fund future needs and will need the entire Board to help with this. He asked each Board member to plan a lunch at KIPP and bring friends to introduce them to KIPP. The annual Winter Appeal letters will be sent out as well.

#### Marketing and Communications Committee

Will updated the Board on the Marketing and Communications Committee, which is a newly established committee. He spoke about the importance of their goals and provided the 2019-20 Marketing and Communications Plan outlining objectives, targets, and strategies.

(1:45 PM Cheryl Fountain left the meeting)

#### Meeting Recap

Jen gave a recap of the topics addressed at this meeting. She announced that Head Start will be on campus starting October 7<sup>th</sup>. They are also anticipating a visit from Richard Corcoran November 1<sup>st</sup>.

Gary Chartrand thanked everyone for their efforts. There being no further business to discuss, the meeting adjourned at 1:52 PM.



P.S. Approval of the July 2019 Board Meeting minutes was inadvertently overlooked during the October 1<sup>st</sup> meeting so the Board members were asked via email to approve those minutes. Responding Board members, representing a quorum, approved the July 2019 Board Meeting minutes.

Minutes taken by Linda Powers