

KIPP Jacksonville  
Board Meeting Minutes  
April 13, 2016

A KIPP Board meeting was held at KIPP Jacksonville on April 13, 2016.

Attendees:

Tom Majdanics  
Gary Chartrand  
John Baker  
Charlie Zimmer  
Gary Norcross  
Jennifer Brown  
Zach Rossley  
Bill Walton  
Stephanie Salustro  
Joe Barrow  
Wayne Clark  
Cheryl Fountain  
Dan Edelman (via phone)  
Kim Davidson  
Warren Buck

12:03 PM Gary Chartrand called the meeting to order. Motion was made to approve the Agenda for this meeting and the minutes from the previous meeting. Motion was seconded and approved.

Parent Comments

Four parents were present at the meeting and invited to address the Board. They shared their views of how the school is doing as well as several issues their children are having. Gary Chartrand assured them that they would look into those issues.

Governance Committee Report

Joe said the Committee recommends Dr. Groover as a board member.

**VOTED: Motion was made to approve his appointment. Motion was seconded and approved.**

Finance Committee Report

Dan asked Zach to present the Committee's recommendation regarding transportation service. Zach said the recommendation was to bring the transportation in house for the next school year. They are currently working on buying buses and hiring drivers. Board members discussed various issues including training for drivers, school leaders serving as leaders on the buses, and camera monitoring.

Warren said that behavior on the buses has been an issue and that having our own drivers will help alleviate a lot of problems. School teachers and leaders will ride on buses initially – at least for the first two weeks and longer if necessary. Cheryl commented that the issue is how to change/improve culture on the buses and that it may take longer than two weeks.

Wayne asked how would they account for/track the children on the buses, and Zach said he is looking into that technology.

**VOTED: Motion was made to approve in-sourcing student transportation. Motion was seconded and approved.**

Tom discussed the Finance Progress Report (handout) and said on the whole, the financial picture looks good. He asked the board to approve the 990 tax return.

**VOTED: Motion was made to approve the 990 tax return. Motion was seconded and approved.**

### Fundraising Committee Report

Gary Chartrand welcomed and introduced Stephanie Salustro, the new Director of Development, and Stephanie spoke briefly to the Board. She is a former teacher at KIPP Jacksonville and said she is excited to be back at KIPP in this capacity.

John said that he is delighted to have Stephanie on board and that they are increasing the fundraising goal to \$2.5M. Gary and Tom discussed other money expected to come in, including the District grant.

The next fundraising event is scheduled for May 19<sup>th</sup> and John encouraged board members to bring prospects.

### Academic Update

Tom discussed the KIPP lottery preference zones and proposed adding layers, with siblings considered first, then those in the immediate vicinity, and finally those in the outlying areas. Two reasons for doing so are transportation issues and the goal of better serving the neighborhood.

Wayne said that would help with parent involvement and suggested offering transportation to parents for events as well. Kim agreed and said they could use Title 1 money for evening events.

**VOTED: Motion was made to approve the concept of lottery preference zones and to further develop the concept. Motion was seconded and approved.**

1:00 PM Dan Edelman left the meeting.

Jen stated that they needed a KIPP Code of Conduct as the current one used (from the Duval County School District) falls short of their needs, allowing students to commit repeated infractions. Therefore, they have created a new Code of Conduct with a two-tier approach: 1) Teacher response in the classroom and 2) Administrator response. It also includes mandatory parent conferences. They have presented the Code of Conduct to the Education Committee and are making some changes. Once this has been done, they will submit it to DCPS. This Code of Conduct would be effective for the next school year.

Wayne discussed ensuring alignment of the KIPP Code of Conduct with the DCPS Code of Conduct and also statutes relating to this.

Charlie, Gary Chartrand, and John discussed whether this was more of an operational issue.

**VOTED: Motion was made to develop and submit the KIPP Code of Conduct. Motion was seconded and approved.**

1:17 PM Wayne left the meeting.

### School Updates

KIPP VOICE and KIPP Jacksonville Elementary

Kim gave an update on the elementary schools. She said the first round of testing was done, and staff and students feel positive. Results are expected next month. New STEP data shows things are on track. One challenge is the upcoming period of historically low growth. She has told the teachers about this and stressed that they need to maintain growth. They are also encouraging third grade students to continue their growth after testing, as they've just entered the 4<sup>th</sup> quarter.

She discussed staffing and said they are pretty close to being fully staffed. One challenge is continuing to work with staff to ensure they have the necessary certification.

She said that MAP scores were low and discussed that MAP is not aligned with the curriculum. Jen said they are going to an annual MAP assessment.

KIPP Impact

Warren gave the update on the middle school. They are currently in the middle of FSA testing. Writing FSA in March went well and the first two days of reading testing have gone flawlessly. Attendance has been very good. He feels the Humanities class has benefited reading. This year is much improved over last year.

He is very proud that 20% of students have been accepted to various high schools.

The 7<sup>th</sup> grade band received a Superior rating and the 8<sup>th</sup> grade band received an Excellent rating at the recent annual Music Performance Assessment.

Mini HHR data shows that they've made some progress in staff culture. Jen added that on the HHR, scores for the line item "My school has strong academic goals" were much improved.

A challenge is that the same students are going to Mrs. Alexander for behavior counseling.

Warren discussed staff retention and said that hiring has been a bit slow this year.

John said he was concerned about the 7<sup>th</sup> graders. Warren said things are actually not that bad and are better than historically. At most, five 7<sup>th</sup> graders may be retained. Charlie stated that having issues with 7<sup>th</sup> grade is universal. John said that it is a PR problem, however. Jen said they can improve communication with parents about how students are actually doing.

1:45 PM John Baker left the meeting.

Tom introduced Lauren Chauncey, Manager of Recruiting. She gave a presentation on how the recruiting process was going. They are recruiting for 32 teaching positions, with about 30% filled at this time.

Joe said keeping in touch with those who sign on is important and suggested having teachers call them would be a good idea.

Lauren, Kim, Warren, and Stephanie left the meeting. The parents/visitors had previously left the meeting as well.

#### Executive Session

Board members discussed improvements at Impact.

Gary Chartrand asked if Lauren had the resources needed to make the best teacher hires. Jen said yes, and that she is involved in the hiring process herself.

Cheryl discussed test scores and the need to bridge the gap between the elementary schools and Impact.

Gary Norcross asked if a Save the Date notice could be sent out for events, as calendars get booked up early.

Bill said, picking up on Charlie's comment earlier in the meeting, he felt some of the items brought to the Board are more operational issues than board oversight.

2:04 PM Meeting adjourned.

Minutes taken by Linda Powers