

**MINUTES**  
**KIPP Tulsa Board of Directors Meeting**  
**Thursday, August 28, 2014**

**Attendees:** Don Parker (President), Dennis Neill (Vice Chair), Jacob Odom (Treasurer), Shelly Armstrong, Lance Franczyk, and Susan Harris

**Staff:** John Wolfkill, Andrew McRae, Andréa Murrell, Yolatrice Collins, Alayna Newsome (Teacher)

**Guests:** Amanda Maxfield

**Absent:** Bruce Morgan (Secretary), Brad Vincent, Rob Hatley, Lawrence Joiner, Rachel Zebrowski

**1. Consent Agenda**

- Review and approval of June 26, 2014 Board Retreat Minutes.
- Review and approval of June Gifts Fund transfers to General Fund and Activity Fund.
- Identification of any existing conflicts of interest and approval of Purchase Orders #1-141.
  - a. No conflicts of interest were noted

**A motion was made and seconded to approve the Consent Agenda as presented. The motion was approved unanimously.**

**2. Progress Updates**

- **Academics Committee –**
  - The school is fully staffed with half of the new teachers having 8+ years of teaching experience.
  - Mr. McRae discussed the technology used during blended learning in math.
- **Development Committee -**
  - A total of \$1.563 million was raised during FY 2014, \$163,000 over the goal.
  - Day of Caring with approximately 40 BOK volunteers will occur in September.
  - Mock trial with WPX Energy, Hall Estill, and Williams' legal teams will start in September.
  - AYSTAK will be at Double tree on April 28, 2015.
- **Finance and Investment Committee –**
  - Financial Statement: Total net assets of the General Fund were \$10,000. Total net assets of the GIFTS fund were \$1,107,805.79. Total cash end balance in the Activity Fund was \$116,822.
  - KIPP Tulsa will carry-forward \$99,000 of its Walton grant into FY 15.
  - Mr. Wolfkill reviewed the 2014-2015 Estimate of Needs.

**Upon a motion and seconded, the board unanimously approved the 6/30/14 financial statement and the 2014-2015 Estimate of Needs as presented.**

- **Governance and Nominating Committee -** Mr. Wolfkill reviewed KIPP Tulsa's Conflict of Interest Policy. After asking for any known or anticipated conflicts, no current conflicts of interest were identified. Mr. Vincent is developing an annual board member self-assessment.

- **Strategic Planning Taskforce** – Mr. Wolfkill provided a summary of steps taken, noting that the primary project over the next month will be the completion of the revised long-term financial model. October 31, 2014 is the target completion date.

### 3. Executive Director Update

- Performance Incentive Plan: Mr. Wolfkill reviewed the performance incentive plan outcomes, noting that the average performance stipend percentage was 2.38%. The board discussed ideas for how the incentive plan could be even more meaningful to teachers.
- Mr. Wolfkill reviewed the final 2014-2015 budget, noting that the budget was \$74,313 higher than the draft budget presented in May, primarily due to the addition of the math generalist position and the fact that actual teacher salaries were higher than projected due to hiring more experienced teachers.
- Mr. Wolfkill reviewed the resolution for KIPP Tulsa’s 2014-2015 School Meals Fees.

**Upon a motion and seconded, the board unanimously approved the Performance Incentive Plan payout, the 2014-2015 organizational budget, and the 2014-2015 School Meals Fees as presented.**

- TPS Partnership: Mr. Wolfkill provided an update to the school’s charter renewal application, stating that he expected a decision by the end of September. He discussed the possible outcomes of KIPP Tulsa’s application. He also discussed that KIPP Tulsa was looking at two underutilized school facilities for possible KIPP expansion.

### 4. Improving Academic Performance

- Mr. McRae provided an update on Student Enrollment, noting the following current attendance numbers as of 8/25/14:

Grade	Enrollment #
5 <sup>th</sup>	96
6 <sup>th</sup>	87
7 <sup>th</sup>	95
8 <sup>th</sup>	92
<b>Total Enrollment on 8/22</b>	<b>368</b>

- Mr. McRae reviewed the 2014-2015 School Goals related to student achievement on the Oklahoma Core Curriculum Tests (OCCT) and student growth as measured by the Measures of Academic Progress (MAP).
- Mr. McRae also reviewed goals for student retention, college matriculation, and staff retention. The board discussed other ways to measure staff development such as dollar amount spent per emerging leader. Mr. McRae reviewed the school’s academic systems and curricular approaches for reading, writing and math.

**5. Developing a Robust Leadership Pipeline** - Mr. McRae discussed the development priorities and individual stretch projects for each of the emerging leaders that are on track for larger organizational roles within the next 2-3 years.

### 6. Board Governance Excellence –

- The board will discuss the draft Board Governance Excellence plan at the September board meeting.
- Mr. Wolfkill led a discussion over the Open Meeting Law.
- The board discussed self-education topics in which they were interested, including the following:

**KIPP’s Mission:** KIPP Tulsa prepares students from educationally underserved neighborhoods in Tulsa with the academic, character, and life skills necessary for success in college and the competitive world beyond


- Charter Compact with TPS
- Curricular approach
- Community dynamics and demographics,
- Common Core Standards

**7. Next Steps & Adjournment**

- There being no further business, the meeting was adjourned at 9:40 am.

**Next Board Meeting will be on September 25, 2014**

Respectfully Submitted:



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Bruce Morgan, Secretary

Approval with Board Acceptance:



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Don Parker, Chair