

**KIPP ACADEMY LYNN CHARTER SCHOOL AND
KIPP ACADEMY BOSTON CHARTER SCHOOL
MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES**

December 6, 2017, 9:00 AM

The meeting of the Board of Trustees of **KIPP ACADEMY LYNN CHARTER SCHOOL and KIPP ACADEMY BOSTON CHARTER SCHOOL** (collectively, the “Schools”) convened at 9:00 a.m. on December 6, 2017, at 100 Northern Avenue, Boston, Massachusetts, held in compliance with the open meeting laws, at which a quorum of the Trustees was present. The Trustees present were Jennifer Betancourt, Douglas Borchard, Caleb Dolan, Jennifer Davis, Matt Fates, Michael Kendall, Shenkiat Lim, and Amanda Seider. Dawn Foye joined by phone. The Trustees absent were Joel Abramson. Also present were Emily DoBell, Farida Graham, Rachel Heuisler, John Kalafatas, Laurie Kennedy, Jordan Pina, Mekka Smith, Kevin Taylor, and Matt Wilder.

Michael Kendall, the chair, called the meeting to order at 9:02 a.m. and presided throughout the meeting. Jordan Pina, Executive Assistant to the Leadership Team, kept the minutes of the meeting. Kendall ascertained that sufficient Trustees were present at the meeting, and that, accordingly, a quorum existed.

After welcoming the Trustees who were present at the meeting, Kendall presented the agenda as follows: (1) Welcome and School Updates; (2) Vote on New Member; (3) Lynn Charter Interview Preparation; (4) Dashboard Update; (5) Leadership Level Search and Talent Strategy; (6) Board Contributions; (7) Facilities Update; and (8) Consent Agenda Votes.

1. Welcome and School Updates

Mike Kendall, Chair, opened the meeting by introducing the board and guests. Caleb Dolan, Executive Director, gave a brief overview of school updates, highlighting student work in science and performing arts.

2. Vote on New Member

Kendall directed the attention of the Board to the Vote on New Member. Amanda Seider, Vice Chair, introduced Jennifer Betancourt and presented the recommendation of the Governance Committee to approve Betancourt as a new Board Member. Additionally, Kevin Taylor, Chief Operating Officer, introduced the need to vote for a temporary Assistant Secretary due to the absence of Joel Abramson, Secretary. After discussion of both points, the Board of Trustees (the “Board”), by UNANIMOUS vote, took the following actions:

VOTED: To accept the recommendation of the Governance Committee to approve Jennifer Betancourt as a Board Member.

VOTED: To approve Eric Svenson as Assistant Secretary for this meeting.

3. Lynn Charter Interview Preparation

Kendall then directed the attention of the board to the Lynn Charter Interview Preparation. Dolan framed the interviews, which will be administered by the Department of Elementary and Secondary Education (DESE). Emily DoBell and Farida Graham, Founding Principals,

gave additional background on the process of opening their new schools. After a brief discussion, a mock question and answer panel consisting of DoBell, Dolan, Graham, Taylor, and Rachel Heisler, Managing Director of Talent, was led by Mekka Smith, Chief of Staff, and Laurie Kennedy, Senior Director of Development.

4. Dashboard Update

Kendall next directed the attention of the committee to the Dashboard Update. Dolan walked through a high-level overview of academic results, highlighting both strengths and areas of growth across schools.

5. Leadership Level Search and Talent Strategy

Kendall then directed the committee to the Leadership Level Search and Talent Strategy. Heisler walked the Board through a list of open positions at the Assistant Principal, Principal, and Managing Director level across the region.

6. Board Contributions

Kendall acknowledged the Board Contributions, which had been previously covered by Kennedy during the Welcome and School Updates.

7. Facilities Update

Kendall next directed the attention of the Board to the Facilities Update. Taylor presented a memo from Qroe Preservation Development, which outlined the current status of the Wheeler Street project. Taylor highlighted the need for a short-term lease, and requested a vote of approval from the Board. After discussion, the Board of Trustees (the “Board”), by UNANIMOUS vote, took the following actions:

VOTED: To approve the short-term lease at 20 Wheeler Street.

8. Consent Agenda Votes

Kendall directed attention to the Consent Agenda, and asked for discussion and approval. Taylor presented the Boston Accountability Plan. Dolan presented various committee meeting minutes from the previous months. Douglas Borchard presented the recommendation of the Compensation Committee on the updated compensation of Dolan in his position as Executive Director. After discussion of all topics, the Board of Trustees (the “Board”), by UNANIMOUS vote, took the following actions:

VOTED: To approve the Boston Accountability Plan.

VOTED: To approve the previous committee meeting minutes.

VOTED: To approve the recommendation of the Compensation Committee.

The meeting adjourned at 11:05AM.

List of Documents Used at the Meeting

- Dashboard
- Leadership Search Deck
- Qroe Memo – November 28, 2017
- Boston Accountability Plan
- Wheeler Street Lease

- Caleb Dolan Salary History
- Various Committee Meeting Minutes

Joel Abramson, Secretary

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