

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

November 14, 2017, 9:30 AM

The meeting of the Governance Committee 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 November 14, 2017, at 37 Babson Street, Mattapan, MA, held in compliance with the open meeting laws, at which a quorum of the Trustees was present. The Trustees present were Tom Beecher, Caleb Dolan, Michael Kendall, and Amanda Seider. Also present was Mekka Smith.

Amanda Seider, the chair, called the meeting to order at 9:35a.m. and presided throughout the meeting. Mekka Smith, Chief of Staff, kept the minutes of the meeting. Seider 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, Seider presented the agenda as follows: (1) Welcome and Introductions; (2) Review Report Card; (3) Review Committee Goals for SY18; (4) Skillset List; (5) Committees and Chairs; (6) Risk Management Report Card.

1. Welcome and Introductions

Amanda Seider, Chair, opened the meeting by introducing the board and guests.

2. Review Report Card

Seider directed the attention of the committee to the Report Card. Seider asked Caleb Dolan, Executive Director, for his reflections on the board’s work over the past year. Dolan gave his impressions on the boards efficacy and highlighted areas of strength and areas of growth.

3. Review Committee Goals for SY18

Seider then directed the attention of the committee to the Committee Goals for SY18. After a short discussion of the drafted goals for the 2017-2018 school year, the committee resolved to have quarterly check-ins with Michael Kendal, Board Chair, on the progress of goals.

4. Skillset List

Seider next directed the committee to the Skillset List. The Committee discussed the skills that the Board will look for when vetting potential new members given the Board’s current needs, which were compiled into a “must-have” and “nice-to-have” list of skills.

5. Committees and Chairs

Seider then brought the attention of the committee to the Committees and Chairs, focusing specifically on the organizational chart for the Board. Seider led a short discussion of changes to committees based on new and incoming members.

6. **Risk Management Report Card**

Seider then directed the attention of the committee to the Risk Management Report Card. The Committee identified Jackie Hayes, Director of Compliance, as the correct point person to own updating the Report Card.

The meeting adjourned at 10:45AM.

List of Documents Used at the Meeting

- Board Report Card
- Board Org Chart
- SY18 Governance Committee Goals

Joel Abramson, Secretary

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