

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

**June 26, 2018, 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 June 26, 2018, at 100 Northern Ave – 9B-2, Boston, Massachusetts, held in compliance with the open meeting laws, at which a quorum of the Trustees was present. The Trustees present were Tom Beecher, Douglas Borchard, Caleb Dolan, Matt Fates, Shenkiat Lim, and Amanda Seider. Trustees Jennifer Betancourt and Jennifer Davis joined via phone. The Trustees absent were Joel Abramson, Dawn Foye, Ivelisse Gonzalez, and Michael Kendall.

Also present were Bob Baldwin (from 9:35am until 10:10am), Elizabeth Dignan, Adriana Hernandez, Jackie Hayes, Rachel Heuisler, John Kalafatas, Laurie Kennedy, Jordan Pina, Mekka Smith, and Kevin Taylor.

Amanda Seider, the vice chair, called the meeting to order at 9:11 a.m. and presided throughout the meeting. Jordan Pina, Executive Assistant to the Leadership Team, 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, Kendall presented the agenda as follows: (1) Welcome and Introductions; (2) Essential Question Dashboard and College Match Reflections (3) Facilities Updates: Wheeler Street Construction Project; (4) FY19 Budget and Financial Model (5) Lynn Charter Renewal; (6) DEI Strategic Plan; and (7) Consent Agenda Votes.

**1. Welcome and Introductions**

Amanda Seider, Vice Chair, opened the meeting by confirming board attendance.

**2. Essential Question Dashboard and College Match Reflections**

Seider directed the attention of the group to the Essential Question Dashboard and College Match Reflections. Caleb Dolan, Executive Director, began by reflecting on the challenges of the school year as well as celebrating the successes while walking through the KIPP MA Essential Questions Dashboard. Dolan highlighted the successes of the KIPP Academy Lynn Collegiate (KALC) Class of 2018, and led a discussion with the board about other academic results.

**3. Facilities Updates: Wheeler Street Construction Project**

Seider then directed the attention of the Board to Facilities Updates: Wheeler Street Construction Project. Kevin Taylor, Chief Operating Officer, introduced Bob Baldwin, Principal at QROE Preservation Development, who gave an overview of the status of the Wheeler Street Construction Project. Baldwin focused on the current challenges surrounding

the liquidity of the project and began a conversation with the board about possible mitigation tactics, including refinancing.

**4. FY19 Budget and Financial Model**

Seider directed the attention of the Board to the FY19 Budget and Financial Model. Taylor reviewed changes to the Draft FY19 Budget, which was previously recommended for approval by the Finance Committee, and asked for a vote of the board to confirm the recommendation. After discussion, the Board of Trustees (the “Board”), by UNANIMOUS vote, took the following actions:

**VOTED:** To approve the recommendation of the Finance Committee to approve the FY19 Budget.

**5. Lynn Charter Renewal**

Seider then directed the attention of the Board to the Lynn Charter Renewal. Jackie Hayes, General Counsel & Director of Compliance and Accountability, walked the Board through the process of submitting the Lynn Charter Renewal and gave an update on its completion. Hayes then asked for a provisional approval of the KIPP Academy Lynn Charter School Amendment. After discussion, the Board of Trustees (the “Board”), by UNANIMOUS vote, took the following actions:

**VOTED:** To provisionally approve the KIPP Academy Lynn Charter School Amendment with final approval conditioned on the Board having no further questions concerning the content of the renewal application.

**6. DEI Strategic Plan**

Seider next directed the attention of the Board to the DEI Strategic Plan. Mekka Smith, Chief of Staff, presented the Board with the first draft of a Diversity, Equity, and Inclusion (DEI) Strategic Plan, which outlines proposed sequence and goals for the region pertaining to the topics of culture, academics, talent, students, families and community partners, and board members.

**7. Consent Agenda Votes**

Seider finally directed the attention of the Board to the Consent Agenda Votes. Elizabeth Dignan, Senior Director of Finance, presented the Updated KIPP Academy Lynn Charter School and KIPP Academy Boston Charter School Fiscal Policies and Procedures Guide. Dignan reviewed the changes, which included procedures related to accepting bids and the shift of check signatory from Taylor to Smith. Next, Seider presented Paul Ketterer as a potential new Board member, mentioning his qualifications and value to the Facilities Committee. Finally, Seider presented the April 2018 Board of Trustees Meeting Minutes for approval, and called for discussion and vote for all three topics. After discussion of all topics, the Board of Trustees (the “Board”), by UNANIMOUS vote, took the following actions:

**VOTED:** To approve the Updated KIPP Academy Lynn Charter School and Academy Boston Charter School Fiscal Policies and Procedures Guide.

**VOTED:** To approve Paul Ketterer as a Board Member.

**VOTED:** To approve the April 2018 Board of Trustees Meeting Minutes.

The meeting adjourned at 11:00AM.

List of Documents Used at the Meeting

- Essential Question Dashboard – June 2018
- Draft FY19 Budget
- Lynn Charter Renewal Timeline Document
- KIPP MA DEI Strategic Plan, v.1
- KIPP MA DEI Vision, v.F
- TNTP Insight Data, DEI Question – Spring 2018
- April 2018 Board Meeting Minutes for Board Vote
- Qroe Memo – June 2018
- Paul Ketterer Profile
- Luis Gondelles CV
- KIPP Academy Lynn Charter School and KIPP Academy Boston Charter School Fiscal Policies and Procedures – June 2018

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Joel Abramson, Secretary