



**KIPP ACADEMY LYNN PUBLIC CHARTER SCHOOL AND
KIPP ACADEMY BOSTON PUBLIC CHARTER SCHOOL
MINUTES OF THE MEETING OF THE FINANCE AND FACILITIES COMMITTEE
January 16, 2020 | 8:30 a.m.**

The Finance and Facilities committee meeting of the Board of Trustees of **KIPP ACADEMY LYNN PUBLIC CHARTER SCHOOL and KIPP ACADEMY BOSTON PUBLIC CHARTER SCHOOL** (collectively, the “Schools”) convened at 8:30 a.m. on January 16, 2020 at 225 State Street Boston, Massachusetts, held in compliance with the open meeting laws, at which a quorum of the Trustees was present.

Matt Fates announced that Caleb Dolan will remotely participate in this meeting because physical attendance at the meeting is unreasonably difficult.

The following Trustees were present: Paul Ketterer, Stephanie Oliveras, and Matt Fates.

The following Trustees were absent: Luis Gondelles

Additional participants: Stephen Pizzimenti (phone), Mekka Smith, Bob Baldwin (phone)

Fates called the meeting to order at 8:40 a.m. and presided throughout the meeting. Mekka Smith kept the minutes of the meeting. Fates 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, Fates then presented the agenda as follows: (1) Review FY20 Budget Forecast; (2) Wheeler St. Project Update; (3) Review KIPP Lynn Covenant Amendments approved by Citizens and discuss next steps

1. Review FY20 Budget Forecast

Pizzimenti reviewed the tuition revenue for Boston and Lynn in light of current enrollment numbers for both districts. In sum, the foundation rates for Boston and Lynn were higher than we expected. The district shared foundation rates in December 2019. It is still not clear if the impact will be felt all at once or if it will be gradual. The foundation formula is in the process of being modified – districts that serve high levels of students with disabilities and English Language Learners such as KIPP will expect increases this school year. Our initial impression is we should see an increase in FY21 as well.

Due to conservative projections, more interest was covered by the construction project than expected, so we will save a lot on expenses this year.

Personnel expenses increased in the short term due to the transition to Ed Health. We continue to expect long-term savings with this change.

2. Wheeler St. Project Update



Baldwin led the committee through the Wheeler Street Project construction budget. He explained that we closed out the construction contract and budget inclusive of the soft costs. There was a thorough accounting of allowances and contingencies. We did not need to use all the contingency funds, and will want to consider using the remaining funds to pay for additional roof work.

3. Review KIPP Lynn Covenant Amendments approved by Citizens and discuss next steps

Pizzimenti led a discussion about the fee from Citizens Bank to change the amendment. Oliveras suggested that the group that meets with the bank in the near future should ask for more clarification and potentially a decrease in the fee amount so that we have more money to direct towards student costs.

Overall, the liquidity requirements and debt covenants are much more manageable for the future. We are likely planning for a full roof replacement during the summer of FY21. We need clarification of when we would need to transfer money into a different account for the roof. On Friday January 17, 2020, Fates, Dolan, and Pizzimenti are meeting with the bank representatives to close out the amendment proposal and discuss next steps with the bank group.

The meeting adjourned at 9:30 a.m.

List of Documents Used at the Meeting (These documents must be retained by the public body, but do not need to be physically stored with the meeting minutes.)

- KIPP at Wheeler Construction Budget Update – FINAL Jan 6 2020
- KIPP at Wheeler – Updated Tracking Budget – Req #18 – Revised
- KIPP Lynn Covenants Amendment Approved by Citizens on 12-20-19
- KIPP MA FY20 Budget Forecast 11-2019 Board



[Joel Abramson, Secretary]