



KIPP DELTA PUBLIC SCHOOLS

CENTRAL OFFICE

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www.kippdelta.org

KIPP Delta, Inc.

Minutes of the Board of Director's Meeting

Date: October 20, 2009
Time: 5:01 p.m.
Place: KIPP Delta Public Schools
210 Cherry Street, Helena, AR 72342
Attendance: Chalk Mitchell, Andre' Valley, Chris Allen, Randy Zook, and Brent Black were present. Ron Nurnberg attended via conference call. Amanda Johnson, Jemar Tisby, Luke VanDeWalle, and Matthew Colburn were also present. Princess Burnside took notes.

I. Introduction

Board President Chalk Mitchell called the meeting to order. Mr. Patrick Allen was also present as an audience member.

II. Minutes from the September Board Meeting

Mr. Mitchell asked that the minutes from the September August meeting be reviewed. After this, Ms. Allen made a motion that the minutes be approved as written. This was seconded by Mr. Valley. Unanimous.

III. School Reports

A. Elementary Literacy Academy

Mrs. Amanda Johnson referred the Board to her report. There are currently 100 students; 51 kindergarteners and 49 first-graders. Three students have returned to their district school. Two of those students were from Marvell. ELA has enrolled its first English language learner student.

The biggest challenge facing the school includes the first formal walkthrough from KIPP Foundation. Jeff Rutel and Amber Young were on campus recently. Ms. Young

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is a School Director at KIPP School in Los Angeles. They spent a lot of time on campus and observing the students. They also talked to the teachers. There was a lot of feedback from them and from the Central Office with the recent walkthroughs. This included feedback on the basic instruction and a good delivery of instruction material.

There is an urgency regarding growth for next year. There is the challenge to make sure the school is set up well for next year. The revenue expenses are included in the financial report. There have been no major changes in enrollment and hiring.

The first report card night will be held tomorrow, October 21st. No report cards will be sent home without the parent meeting to collect them and meeting with the instructors. October 22nd is picture day. Noche de Espanol is October 27th & 29th. Mr. Bennett will continue to plan these with the families. There will be one night for kindergarten and one night for first graders.

The academic update includes the MAP testing going on now. This is 4 days of testing with one day for makeup and there are 4 official tests, 2 in reading and 2 in math. Mrs. Johnson is working with Ms. Welker on day to day statistics. They are trying to analyze the data quickly and use it with the parental communication.

After the report, Mr. Valley made a motion to accept the report from ELA. This was seconded by Ms. Allen. Unanimous.

B. KIPP Delta College Preparatory

Mr. Jemar Tisby reported that DCPS has had a lot fluctuation. This is the largest population of students that they have had. Also, there are nine (9) first year teachers. However, they have completed hiring all teachers. All students have earned their KIPP shirts and

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all students are reading at least 30 minutes a day during D.E.A.R. time, class time, and one-in-one reading. They have implemented Phonics Blitz, a reading intervention program.

They have also adopted My Reading Coach, an adaptive reading software program, for reading intervention. MAP testing was done two (2) weeks after school started. There was a Chant-Off earlier this month and there are more after school activities and athletics.

Jukurious Davis earned the Jack Kent Cooke Scholarship. This scholarship pays for high school, college prep courses and summer opportunities. It also provides financial resources and advising for high school and college placement. It is approximately a yearlong application process.

The challenges for the school include getting back to kids learning and teachers teaching. Mr. Tisby is working with the Central Office and with teachers for at least two (2) hours on lesson planning. All new teachers have mentors. He is also checking on them at least two (2) hours a week.

Mr. Tisby is meeting with Ms. Baltimore on revenue and expenses. There will be a second practice Benchmark test on October 22nd and 23rd. The results from the first Benchmark tests are in. They were low but promising.

After his report, Mr. Zook made a motion that the report be approved. This was seconded by Mr. Valley.
Unanimous.

C. KIPP Delta Collegiate

Mr. Luke VanDeWalle gave his report. He gave profile handouts of student GPAs and college plans. These are required of many of the selective colleges and universities. This was modeled on the University of

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Chicago Lab School profile. These can also be used for visitors and others.

Quite a few schools have come to visit with the students. Colby College, University of Arkansas, (Fayetteville) and the Naval Academy have visited the school and talked to the students. Students are also going to colleges for Senior Day and Senior Weekends. There was a recent College Day at Hendrix and students did attend this.

There are now 152 students. One student left during the past month. About fifty (50) students went to University of Memphis recently.

There are a lot of upcoming small trips. Engineering students will visit the Nucor building in Blytheville. The engineering students went on a visit to Christian Brothers University. The Dean from the U of A Honors College and the Dean of the College of Engineering.

There are also some students doing research of Ole Miss. Students will also be going to Central High to watch those students participate in a debate competition. The Civics class will be going to Little Rock to visit the State Senate and the Clinton Library.

There was a fundraiser during Blues Fest that consisted of an area for cars to park and selling baked goods.

The EXPLORER results are in and the 8th and 9th graders ranked in the 58th percentile of the students who took the test. This is basically in the same range as last year, which scored in the 56th percentile.

There are three (3) students who are college ready in all study areas. This shows a good group of college ready students.

After additional comments, Mr. Valley made a motion to accept the report. This was seconded by Ms. Allen. Unanimous.

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D. KIPP Blytheville College Preparatory

Mr. Shirey gave a report on BCP as Ms. Wright was in Blytheville. The charter license application needed to be adjusted in minimal areas and would be fixed by Friday, October 23rd. On Monday, November 9th or Tuesday, November 10, KIPP will go before the State Board on expanding to Blytheville.

The biggest concern is the facility. This will be addressed later in the meeting. Mr. Shirey is trying to create a singular board across the geographic distance of about 150 miles. This will redefine the concept of a district.

After the report, Mr. Valley made a motion that the report be accepted. This was seconded by Ms. Allen. Unanimous.

IV. Finance Committee Report

A. Expenditure Summary & Cash Flow Analysis-September

Mr. Brent Black reported in the absence of Ms. Baltimore. The Finance Committee met this month. There is approximately 1.5 million cash on hand. KIPP is in good standing, cash wise.

Cash for the end of September was approximately 1.1 million dollars. We have not received many pledges but there is money from the Charter School Growth Fund incoming. The major income variances included the private donations and the money paid out last month for the teacher bonuses.

Mr. Black anticipates more donations now that there is a Development Director in place, Mrs. Ginny Blankenship.

The ending cash for the school year should be around 1 million dollars. This is over the projected amount by

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about \$400,000.00 dollars on the Charter School Growth Fund budget.

At the end of the Finance report, Mr. Zook made a motion to approve the report. This was seconded by Ms. Allen. Unanimous.

V. Executive Director Update and Actions

A. Fundraising Updates

Mr. Shirey reported that Mrs. Ginny Blankenship, Chief Developing Officer, will begin working with KIPP the first week in November. She has already started doing some work. She will be based in Little Rock.

KIPP did receive a \$25,000.00 donation from Norac.

B. Facilities Update

Mr. Shirey updated the Board on the facilities in Blytheville. Included in the Board packet was a drawing of the phased plan for a building for KIPP's use. The building is owned by the Mississippi Economic Development Program. This would be sharing some floor space with a Headstart Program. The hallway would be shared. There would be four (4) classrooms to start the first year of fifth grade.

A fire alarm system would need to be installed to be compliant. The bathrooms need to be made handicap accessible as well as encapsulate the asbestos and add an air conditioner unit. The cost would run about \$120,000.00 for renovations. This is not a long term site for the school. These would be minimal improvements needed to stay compliant with the state.

He is working on getting a lease signed for the building. Mr. Shirey also gave the numbers for the rental of the building for years one and two. For the first year the rent would be \$19,000.00 and \$25,000.00 for the second year.

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KIPP would still have the option to get out of this building by June 3, 2010. They would also be willing to cover a significant part of the installing the fire alarm system.

This site is in an old neighborhood. It is also in the heart of an African-American neighborhood. The school can stay in this building for 2 years and has the option to renew for 2 more years and another 2 years after that. The other options would call for significant money involved and these sites would not be permanent, either.

This building does have another ten (10) classrooms. If necessary, KIPP could go up to grades 5-8, with the option to renew the lease. Mr. Shirey is comfortable with signing the lease, with the thirty (30) day out option available.

Mr. Zook made a motion that Mr. Shirey be given the authority to sign this building lease with a thirty day out option before June 2010. This was seconded by Mr. Black. Unanimous.

Mr. Shirey also informed the Board of the consideration to change everyday dismissals to 4:00 p.m. There has been discussion because of the expanded activities program and the elementary students not getting off the bus and home at dark.

He has been in touch with KIPP National and the Charter Office of the Department of Education and there are no problems with changing the school charter. There will be a survey given to the students and parents tomorrow night during Report Card night. Students would still have the opportunity to stay until 5:00 for tutoring and to accommodate parents. This would be a net loss of -2 hours. There was no motion needed and the Director did have the authority for this change.

C. Hiring Updates

These were discussed earlier in the meeting.

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VI. Other Topics of Discussion

A. Potential Board Member

This motion was made at the last Board meeting. As soon as KIPP has received state approval, Mr. Shirey will make a formal invite to Mr. Carmello and Mrs. Shipley.

B. COO Facility Presentation

Mr. Matt Colburn, COO, reported that the stimulus funds we receive will go toward expanding Middle and High School classrooms. He is working on more module units that will provide 22,000 square feet for the campus.

He pointed everyone to the drawings provided in the packet. The Middle and High schools would share some of the same areas, like the computer lab and resource centers. The seventh grade will have four (4) classrooms including the shared resource classroom.

There are many compliance issues that must be met as these are Federal dollars. The budget has to be realistic to plans and we must stay on budget. The budget included in the packet is the best guess right now. The architects feel that this is realistic, also.

There are plans to start construction in January 2010 to be ready for the 2010-2011 school years. There also plans to lease several module units to provide square footage needed to stay on budget. He will be going into the contract phase in November and be completed by the middle of June 2010.

Mr. Colburn also asked that a Board Resolution be signed with the Arkansas/Texas Purchasing Cooperative. This would allow KIPP to join and work with streamlining the purchasing part of this project.

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The obligations of joining the cooperative are to pay for the items that are bought. KIPP can sever ties with the cooperative at any time. All of the modules and food services have been pre-bid and KIPP won't have to bid out the project. It also meets state and federal requirements for procurement.

There was concern about using Williams-Scottsman for the modules again. There were problems with them regarding the quality of the product when they built the high school modules. There was discussion about the changes in contractors and personnel.

Mr. Colburn is also in contact with a facility in North Carolina about some used modules. This would further help keep down costs. These units can be purchased from a different cooperative. We are already a member of this cooperative.

After further discussion, Mr. Black made a motion that KIPP makes a resolution to join the Texas/Arkansas Purchasing Cooperative. This was seconded by Mr. Black.

Mr. Colburn also updated the Board on the need for new classroom space in the current Middle School. The Elementary school will move to the Middle School and more classroom space will be needed. The full elementary school will comprise the current Middle School building and the Depot.

He is working with Jameson Architects. The Elementary school will be the largest school facility of KIPP with an extra 6500 square feet added to the Middle School for \$816,000.00. The building also has to be kindergarten compliant. The cost is approximately \$815,000.00. This would also be the hub for the entire KIPP entire IT infrastructure.

Mr. Colburn is working to bring down the construction cost of \$125/square foot to \$100/square foot. This

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would mean going beyond the \$5000.00 that the Board has already allotted.

He would like to re-engage with the architects in January 2010 and work on getting these costs down and have a final design and budget by June 2010. The cost to re-engage will be approximately \$15,000.00 for total including the 6.5% architect fee. This project will possibly total \$865,000.00.

In August 2010, Mr. Colburn anticipates knowing exactly who will be working on completing this project. He intends to work with a construction manager to work on the project. This will give KIPP more control and better pricing on the job. It will also help with the time budget to complete the job by June 2011. One issue on this job is that KIPP does not own the land for the expansion project. The possible cost to buy the land would be \$20,000.00.

Preliminary approval was given to Mr. Colburn to re-engage with Jameson Architects.

C. Board Training Update

KIPP has one Board member who needs to complete the required Board training hours before December 19th. Mr. Black is registered for the Great Rivers Cooperative in November. Mr. Zook is new and has extra time to get his required hours in.

Mr. Mitchell signed the offer of employment letter to Mr. Shirey for the school year 2009-2010.

VII. Adjournment

There being no further business, Ms. Allen made a motion that the meeting adjourn. This was seconded by Mr. Zook.

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The meeting adjourned at 6:25.

Chalk Mitchell,
Board President

Scott Shirey,
Executive Director

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