



KID'S COMMUNITY COLLEGE® CHARTER SCHOOLS
"Dedicated to the well-being and educational success of *every* child."

Governing Board Meeting
Kid's Community College Charter Schools

Date: October 1, 2020 at 6:00 PM

Zoom ID: 865 1045 4090

MINUTES

BOARD MEMBERS

Shirley Bhat, Chair

Dr. Richard Rivas, Vice President

Robert Blount III, Secretary/Treasurer

Kenneth Scarborough, Board Member

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I. CALL TO ORDER / ROLL CALL

S. Bhat called meeting to order @ 6:04 pm. Board members present: S. Bhat, Dr. R. Rivas, K. Scarborough, and R. Blount

II. APPROVAL OF AGENDA

Motion to add Board Fundraising and Board Recruitment to Other Items should time permit and approve the agenda by Dr. Rivas; 2nd by K. Scarborough. Motion carried unanimously.

III. APPROVAL OF MINUTES

a. 7/30/2020

Motion to approve the minutes for 7/30/2020 as submitted by K. Scarborough and 2nd by Dr. Rivas. Motion carried unanimously.

IV. BOARD CHAIR REPORT - None

V. SUPERINTENDENT REPORT

Detailed ReOpening Plans were submitted to the State and accepted. In preparation for reopening, KCC Schools launched its Stay Safe. Keep Learning initiative to keep students and associates as safe as possible while ensuring that quality learning would continue to occur. Three learning options were available to students: full-time face-to-face, hybrid M-T or W-Th and full-time virtual learning. Every campus visitor is required to prescreen, temperature check and sanitize before entering buildings. More than 50 hand sanitizing stations have been installed at our campuses. KCC purchased over 3,500 face coverings including masks, gaiters and shields. Physical individual barriers were implemented in classrooms where social distancing isn't possible. All associates underwent COVID safety training.

Over 300 new laptops and iPads were purchased and deployed to aid in virtual learning. Wi-Fi hotspots were provided to families in need without internet access. Approximately 40 new associates were on-boarded and trained. Approximately \$20K in building maintenance and repairs have been completed during the summer months.

Annual audits are complete. 2019-20 bonuses have been paid using PPP donation proceeds. COVID-related State reimbursement funding has begun. Monthly financials for June - August have been submitted to the District. Cash flow and net revenue is positive for the time being thanks to payments being made exclusively based on projected enrollment. Financial losses are anticipated once enrollment is adjusted to actuals, unless the State makes FTE concessions. Should this occur, revised budgets and organizational plans will need to be adjusted and approved by the Board. KCC currently employs approximately 150 associates.

The impact of COVID on one's mental health is being felt by associates, students and families. Thanks to the efforts of Annes Thomas, the KCC Health Plan has been successfully launched. It is a self-managed plan with better care.

VI. FINANCIAL REPORTS

a. KCC South Campus

Motion to approve June, July, and August Financials for KCC South Campus made by Dr. Rivas; 2nd by K. Scarborough. Motion carried unanimously.

b. KCC Southeast Elementary Campus

Motion to approve June, July, and August Financials for KCC Southeast Elementary Campus made by K. Scarborough; 2nd by Dr. Rivas. Motion carried unanimously.

c. KCC SE Middle Campus

Motion to approve June, July, and August Financials for KCC Southeast Middle Campus made by Dr. Rivas; 2nd by K. Scarborough. Motion carried unanimously.

d. KCC Prep High Campus

Motion to approve June, July, and August Financials for KCC Prep Campus made by Dr. Rivas; 2nd by K. Scarborough. Motion carried unanimously.

VII. CAMPUS DIRECTOR REPORT(S)

a. KCC South Campus

Staffing: All staff returned except 2 and new certified professors filled those positions (100% staffed). Seeking personnel for afterschool care and substitute professors.

Enrollment: Enrollment is at 98% (567 of 580 seats). It is expected that South will be fully enrolled by February 2021. Of our 567 students, 311 (55%) are fully online, 203 (36%) are full time face-to-face, and 53 (9%) are in a Hybrid model. 2Q surveys have been sent to families allowing for changes in their learning option; a large shift to face-to-face learning is anticipated. Thus, these surveys are being sent early in order to plan accordingly for distancing within classrooms in the 2nd quarter.

COVID Updates: To date, only 2 positive cases (both students) have been reported. In both instances, these individuals were quarantined, notifications were sent to the classes affected, classrooms were sanitized, and no additional spread has been reported.

Other updates: South has received reimbursement for Security Grant Expenditures in the amount of \$5,197 for work completed this summer. Teacher Classroom Supply Funds were distributed directly to classroom teachers for use on classroom supplies, totaling \$9,180.

NOTE: The following apply to all KCC campus: **1)** Due to the COVID shutdown, the state pushed all June expirations to December for renewals and Agreements to Earn from last year. This affects new and returning professors in scheduling tests and courses needed to renew and fulfill requirements. As of now many staff are still having test dates rescheduled. Requests for considerations are being sent to the State. **2)** The approved plan for Teacher salary increases was distributed to staff in September along with additional performance increases. **3)** ESSER funds through the CARES act have been approved and reimbursements are being submitted. **4)** Approval was received to provide to provide Free Breakfast and Lunch for all students through December or until funding is exhausted.

b. KCC Southeast Elementary Campus

Staffing: Two vacancies remain: Spanish Special Area and 2nd Grade Professor

Enrollment: Enrollment is at 95% (364 of 384 seats).

COVID Updates: To date, 3 confirmed adult cases of COVID have been reported. The Health Department, Hillsborough County Nurse, and internal KCC COVID Response Team worked together to ensure that all policies and procedures were adhered to. As required by the Health Department, contact tracing occurred in all three instances. The measures put in place of required social distancing, facility sanitization, protective equipment, and screeners allowed operations to continue without having to quarantine any additional individuals. The last positive case was on 9/12.

Other updates: The first 2020-2021 Parent IB Night was held Thursday, September 24th at 6:00 p.m. Several parents from the elementary and middle school campuses attended. The inaugural southeast campuses cookie dough fundraiser yielded just over \$4,500.00.

c. KCC SE Middle Campus

Staffing: None

Enrollment: Enrollment is at 89% (195 of 220 seats).

COVID Updates: No confirmed cases or symptomatic individuals have been reported.

d. KCC Prep High Campus

Staffing: Prep recently experienced 90% turnover in staff and administration, however, all positions have filled with certified staff. The upside is, these changes have resulted in increased teaching tenure. Presently, the Superintendent is filling the Campus Director Role; Dawneva Faison has been promoted to Assistant Campus Director; and Ayla McDonald promoted to Office Manager. Mr. Kilpatrick thanked the other campus directors and entire staff for providing additional support to Prep during these extenuating circumstances and transition.

Enrollment: Enrollment is at 62% (185 of 300 seats). Enrollment dwindled due to two new high schools opening within 3 miles of Prep's campus and staff changes. Seats are being filled as soon as new applications are received.

COVID Updates: Prep has had 3 individuals to quarantine due to associations with others infected, but to date there have been no positive cases reported. Teacher Classroom Supply Funds were distributed directly to classroom teachers for use on classroom supplies, totaling \$3,740.

VIII. CONSENT ITEMS

- a. Out of Field
 - i. KCC South Campus
 - ii. KCC Southeast Elementary Campus
 - iii. KCC SE Middle Campus
 - iv. KCC Prep High Campus
- b. KCC 2019 Annual Audit Report
 - i. KCC South Campus
 - ii. KCC Southeast Elementary Campus
 - iii. KCC SE Middle Campus
 - iv. KCC Prep High Campus
- c. Audit Representation Letters
 - i. KCC South Campus
 - ii. KCC Southeast Elementary Campus
 - iii. KCC SE Middle Campus
 - iv. KCC Prep High Campus

Motion to approve all consent items as listed made by Dr. R. Rivas; 2nd by R. Blount. Motion carried unanimously.

IX. ACTION ITEMS - None

X. OTHER ITEMS

a. Board Recruitment

K. Scarborough expressed that this item should remain on the agenda and before the Board Members for the next few meetings. Mr. Kilpatrick noted that we have 4 Members presently; having an odd number of Board Members is more ideal for voting purposes. Mr. Kilpatrick also shared that having a Board is a legal requirement and appealed to parents participating in the meeting to not only invest time in their child’s education, but also assist in meeting this legal requirement. Parents interested in joining KCC’s Board of Directors can visit the KCC website, contact a fellow board member, or learn more through the Friday Focus of your child’s school.

b. Board Fundraising

K. Scarborough suggests a “stay-at-home and give” type of event before the end of the year. S. Bhat suggests a campaign asking parents to make a \$100 annual pledge that could be paid monthly. Another suggestion by K. Scarborough is a 20/20 pledge campaign for parents and others to give \$20.20 per month. Mr. Kilpatrick reminded meeting participants that each KCC campus is its own 501-C(3) and those interesting in make a donation can do so via the “Giving” page of the KCC website.

K. Scarborough noted that the board’s fundraising efforts are separate from CPA fundraising. The Board agreed to share its fundraising ideas via email by Friday, October 10, 2020. Suggested ideas will be discussed during a specially called board meeting on Thursday, October 15, 2020.

XI. FLOOR DISCUSSIONS - None

XII. ADJOURNMENT

Motion to adjourn the meeting at 7:16 pm made by R. Blount; 2nd by Dr. Rivas. Motion carried unanimously.

DISTRICT STAFF MEMBERS

Timothy Kilpatrick (Superintendent)	tkilpatrick@kidscc.org
Joy Smith-McCormick (Legal & Compliance)	jmcormick@kidscc.org
Ternica Blackmon (Professional Standards and Compliance Administrator)	tblackmon@kidscc.org
Patricia Alvarez (Director of School Counseling Services)	palvarez@kidscc.org
Annie Thomas (Human Resources and Office Administrator)	athomas@kidscc.org
Jose Kuhn (Instructional Technology Coordinator)	jkuhn@kidscc.org
Anne Tuff (Network Administrator and Technical Support)	atuff@kidscc.org
Vickie Sanders (Procurement and Collections Manager)	vsanders@kidscc.org

AGENDA - The Board agenda is set by the Board and is prepared, posted and distributed at least one (1) week before the meeting. At anytime before the meeting, a parent, guardian or a member of the Board can request to add an item to the agenda by contacting either the Secretary or Board President. The final agenda is approved at the start of the Board meeting. Parents and guardians are also allowed to introduce new items during the time of Floor Discussions and Announcements. Although the Board may not comment on the items introduced at that time, they can decide to act on it in a future meeting. Anyone requesting to have an item placed on the Governing Board agenda must submit the item using the Agenda Item Request form at this link: <http://apps.kidscc.org/view.php?id=51501>

PUBLIC COMMENT - The Board of Directors welcomes participation in meetings. The public is welcome to comment on matters appearing on the agenda at the time they are called. The public is also welcome to comment on matters, which are not on the agenda when the President calls for “Public Input for the Good of the District.” This time is provided for the public to introduce any topic within the District’s jurisdiction. Because these are non-agenda matters, generally no discussion or comment by the Board should be expected except to properly refer the matter for review as appropriate, but no action will be taken at this meeting. Public Comment will be limited to five minutes per speaker. If you wish to speak, please step up to the podium at the appropriate time & begin by stating your name & address.

CONSENT ITEMS - All items are approved by a single action. There will be no separate discussion of those items unless an item is removed at the request of any Director or member of the public. Those items removed will be considered at the end of the consent agenda or be placed on the action agenda for the next meeting.

CONFLICT RESOLUTION AND COMPLAINTS - The ultimate purpose of our internal complaint procedure is to encourage the healthy growth and development of Kid’s Community College. Conflict is often a part of any organization and may arise in any community. An effective process for resolving conflict is therefore both consistent with the vision and mission of KCC, and an essential component of the communication model that our school has adopted. KCC recognizes that effective communication is paramount in effective conflict resolution and therefore strongly encourages students, parents, associates and the community to review and follow our conflict resolution process, which is found here: [KCC Conflict Resolution Policy](#)