I. CALL TO ORDER / ROLL CALL

S. Bhat called meeting to order @ 6:02 pm. Board members present: S. Bhat, Dr. R. Rivas, K. Scarborough, and R. Blount

II. APPROVAL OF AGENDA

Motion to approve the agenda as printed by Dr. Rivas; 2nd by K. Scarborough. Motion carried unanimously.

III. APPROVAL OF MINUTES
   a. 10/1/2020

IV. BOARD CHAIR REPORT – Board Chair S. Bhat expressed thanks to all KCC faculty and staff for managing through the challenges of the pandemic.

V. SUPERINTENDENT REPORT – Mr. Kilpatrick shared the analysis below to demonstrate how COVID-19 has caused marked effects on revenue for all schools and school systems, including KCC. Enrollment and revenues are down while expenses are up. KCC schools are currently being funded at projected levels; however, this will adjust in February - exacerbating cash flow and revenue concerns.

Mr. Kilpatrick reminded the Board of previous declarations that KCC must make adjustments to account for lower than budgeted revenue. These adjustments will seek to maintain the level of instruction within the classroom (unlike many other schools), and will begin at the District and administrative operations levels.

The Board was also reminded that it has a contract with KCC Employees (our cooperative) to provide service to our schools. Adjustments to staffing of KCC Employees is not a Board matter as long as KCC Employees is meeting its contractual obligations. Should the Board feel KCC Employees is not meeting its contractual obligations, the Board has remedies it can pursue to ensure performance.
YTD Projected vs Actual - The Effects of COVID

<table>
<thead>
<tr>
<th>Category</th>
<th>Riverview South</th>
<th>Riverview Southeast EI</th>
<th>Riverview Southeast Md</th>
<th>Prep HS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Projected Enrollment</td>
<td>580</td>
<td>360</td>
<td>220</td>
<td>180</td>
</tr>
<tr>
<td>Actual Enrollment</td>
<td>98%</td>
<td>94%</td>
<td>63%</td>
<td>68%</td>
</tr>
<tr>
<td>YTD Donations</td>
<td>$36,113.00</td>
<td>$10,800.00</td>
<td>$2,624.00</td>
<td>$34.00</td>
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<tr>
<td>LY Donations Same Period</td>
<td>$22,684.00</td>
<td>$6,541.00</td>
<td>$5,215.00</td>
<td>$4,900.00</td>
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<tr>
<td>Supplemental Services YTD</td>
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<td>$1,045.00</td>
<td>$7,280.00</td>
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<tr>
<td>LY Supplemental Services Same Period</td>
<td>$55,025.00</td>
<td>$30,813.00</td>
<td>$16,343.50</td>
<td>$13,850.00</td>
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</tbody>
</table>

VI. CONSENT ITEMS
   a. Update Out of Field Letter KCCHS

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

VII. ACTION ITEMS
   a. Board Nominee – Paul Brockett

Paul Brockett was nominated by Board Member Dr. R. Rivas. The Board agreed to proceed with consideration of Mr. Brockett for Board membership.

b. Financial/Fund Development Campaign Ideas

Motion to have Board Member K. Scarborough to be the point person for a Fall Capital Campaign in an effort to address the immediate funding gaps and support the overall funding needs of all KCC schools made by Dr. R. Rivas; 2nd by R. Blount. Motion carried unanimously

VIII. OTHER ITEMS - None

IX. FLOOR DISCUSSIONS

Complements and gratitude to the Campus Directors, Faculty and Staff for persevering through these challenging times were emphasized by S. Bhat and Mr. Kilpatrick. From the Board Chair to the Janitor, everyone is making valuable contributions to assure that a high level of learning continues to place in KCC’s classrooms.

X. ADJOURNMENT

Motion to adjourn the meeting at 7:45 pm made by K. Scarborough; 2nd by Dr. Rivas. Motion carried unanimously.

Approved By: ____________________________ Date: __________/________/______

[Signature]
DISTRICT STAFF MEMBERS
Timothy Kilpatrick (Superintendent)  tkilpatrick@kidscc.org
Joy Smith-McCormick (Legal & Compliance)  jmccormick@kidscc.org
Ternica Blackmon (Professional Standards and Compliance Administrator)  tblackmon@kidscc.org
Patricia Alvarez (Director of School Counseling Services)  palvarez@kidscc.org
Annies 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=11291

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 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.