BOSTON PREP
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BOSTON PREP BOARD OF TRUSTEES MEETING MINUTES
Via Videoconference: https://bostonprep-org.zoom.us/j/98822323850?from=addon
December 8, 2023
8:00 AM - 9:30 AM

DRAFT

Trustee Present: Kim Borchert, Natalie Branch-Lewis, David Berkley, Priscilla Guerrero, Sarah James, Josh Johnson, Andrew Kaplan, Vanessa Lipschitz, Claire Newton, Arivee Vargas and David Wolff

School Staff Present: Meekerley Sanon, Brenda Jones, Tyler Martin, Anders Peterson, Vanessa Shiu, Jenine Jeffreys, Eric Tabb

I. Open Meeting Protocol

- Kim Borchert, board chair, called the meeting to order at 8:02 AM and provided an overview of the meeting agenda.
- An ice breaker was conducted to set a positive and engaging tone for the meeting.
- Shared the SY 24 scope and sequence for board of trustees meeting

II. Vote Approval of Minutes and Audit

MOTION to approve

- The Oct 20 meeting minutes.

Motion, seconded, all in favor
Vote Approved

III. Public Comment

- The chair invited attendees for public comments. No comments were raised.

IV. Voices from the Student on Academic

- Middle and High School students presented on their experiences at Boston Prep and also answered questions from the board.

V. Development Committee Update

- Anders Peterson previewed a Development update to the board.
- It was highlighted that there is a $200K funding gap at this period due to a foundation not renewing this year. The goal is to fill in the gap with another prospect and innovative fundraising efforts.
- An ask was proposed to the board on helping Development make new prospect connections to help close the gap. He has a list of old and new prospects.
- He also previewed the following upcoming events:
  - Alumni Career Networking event on January 11.
  - The Toast on April 5 - Theme: 20 years of the Phoenix.

ACTION: Anders to email the list of prospects to the board trustees for review and comment.

VI. Executive Director Update

- Meekerley Sanon presented and shared on current school updates. Previewed at the onset, the framework for the strategic plan.
- She provided an overview to illustrate three pillars of the strategic plan: Rigorous Academics, Persistence, and Ethical Development, with five underpinnings: Finance and Development, Human Capital, Operations, Family Engagement, Enriching Experiences.
- Enriching Experiences proposed as a 4th Pillar.
- Each pillar is directly connected to the vision.
- It was recommended to view other schools' strategic plans for comparison.
- The Portrait of the Graduate remains part of the vision of the school.
- Leadership continues to craft the strategic plan which will turn into an actionable plan.
- Stakeholder input will be surveyed from staff, students, families, and alumni to integrate and align with different voices and perspectives for the new roadmap for Boston Prep.
- Academic Rob Rametti previewed a plan for academic acceleration.
- Curriculum, leadership, instruction, and assessment.
- Meekerley previewed a plan for future data dashboards and review. Open Architects is the new data platform that will offer a central portal for the disaggregated data to be reviewed at each board meeting.
- A preview and rollout will occur at the board retreat. The board will be issued a login and access to the dashboard.

VII. Board Composition

A board composition and pre board retreat survey will be issued to the trustees.

VIII. Announcements and Next Meeting

- What's New at Boston Prep was announced
- Boston Prep had a Questbridge match scholar that matched to Bowdoin College.

These minutes are subject to approval at the next board meeting.

List of Materials

- SY24 Scope and Sequence
- October 20 Meeting Minutes
- Strategic Plan Pillar Documents
- SY24 Scope and Sequence
- Case for Funding
- Toast Sponsorship List

Meeting adjourned at 9:25AM