



885 RIVER STREET | HYDE PARK, MA 02136 | (617) 333-6688 | WWW.BOSTONPREP.ORG

## **BOSTON PREP BOARD OF TRUSTEES MEETING MINUTES**

Via Videoconference

July 31, 2020

**Trustees Present:** Claire Newton, Andrew Kaplan, Arivee Vargas, Blake Poole, Tamara Olsen, Priscilla Guerrero, Amelia Cheers, Natalie Branch Lewis, Sarah James, Donovan Birch Jr., Bryant Weinberg Jones, and Jovinson Ripert.

**School Staff / Members of the Public Present:** Graham VanderZanden, Sharon Liszanckie, Ryan Vermette (Faculty Trustee), Danielle Pape, Anders Peterson, Tyler Martin, Johnnyana Cime, Zeinab Yusuf, Robert Looney (Faculty Trustee), Aaron Canto, Raul Cruz.

The meeting was called to order by Tamara Olsen at 9:03am.

- I. SY21 Board Plan
  - a. Tamara Olsen presented the SY21 Board Plan including committee membership and structure.
- II. Team building
  - a. The Board participated in team building discussions.
- III. Persistence Update
  - a. Sharon Liszanckie presented an update on the persistence of alumni.
- IV. Anti-racism at Boston Prep
  - a. The Board discussed anti-racism work for SY21, and specifically potential anti-racist initiatives and programs at Boston Prep.
- V. SY21 School Model
  - a. Sharon Liszanckie provided an update on the SY21 school model including the different learning models and feedback from stakeholders. The Board participated in this discussion.
- VI. Consent Agenda
  - a. The Board conditionally approved the SY21 school model (final version to be shared before 8/10).
  - b. The Board approved the motion to elect Raul Cruz to the Board of Trustees.
  - c. The Board approved the motion to elect Johnnyana Cime and Zeinab Yusuf as Student Trustees.
  - d. The Board approved the SY20 Annual Report.
  - e. The Board approved the minutes from the 6/26/20 Board Meeting.

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The meeting was adjourned at 11:02am.

Meeting minutes recorded by Arivee Vargas, Secretary of the Board.



## BOSTON PREP BOARD OF TRUSTEES MEETING MINUTES

Via Videoconference  
September 3, 2020

**Trustees Present:** Claire Newton, Andrew Kaplan, Arivee Vargas, Blake Poole, Tamara Olsen, Priscilla Guerrero, Sarah James, Donovan Birch Jr., Natalie Branch Lewis, Bryant Weinberg Jones, and Raul Cruz.

**School Staff / Members of the Public Present:** Graham VanderZanden, Sharon Liszanckie, Danielle Pape, Anders Peterson, Tyler Martin, Johnnyana Cime (Student Trustee), Zeinab Yusuf (Student Trustee), Eileen Callahan

The meeting was called to order by Tamara Olsen at 9:32am.

- I. Team building
  - a. The Board participated in team building discussions.
- II. SY21 Board Goals
  - a. Tamara Olsen presented the SY21 Board Goals.
- III. Consent Agenda
  - a. The Board approved the minutes from the 7/31/20 Board Meeting.
  - b. The Board approved the Boston Prep SY21 Board Goals.
- IV. SY21 School Model
  - a. Sharon Liszanckie provided an update on the SY21 school model including Boston Prep's reopening approach. The Board participated in this discussion.
- V. Anti-racism at Boston Prep
  - a. Bryant Weinberg Jones and Sarah James presented an overview of Boston Prep's approach to anti-racism work for SY21.
  - b. The Board discussed the draft anti-racism vision statement.

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The meeting was adjourned at 11:01am.

Meeting minutes recorded by Arivee Vargas, Secretary of the Board.

## BOSTON PREP BOARD OF TRUSTEES MEETING MINUTES

Via Videoconference

October 16, 2020

**Trustees Present:** Claire Newton, Andrew Kaplan, Arivee Vargas, Blake Poole, Tamara Olsen, Priscilla Guerrero, Sarah James, Natalie Branch Lewis, Cynthia Paris Jeffries, Jovinson Ripert, and Raul Cruz.

**School Staff / Members of the Public Present:** Graham VanderZanden, Sharon Liszanckie, Danielle Pape, Ryan Vermette (Teacher Trustee), Anders Peterson, Bobby Looney, Tyler Martin, Johnnyana Cime (Student Trustee), Zeinab Yusuf (Student Trustee), Eileen Callahan, Peter Farese, Robert Constantino (AAFCPAs), Matt McGinnis (AAFCPAs)

The meeting was called to order by Tamara Olsen at 7:03 a.m.

- I. Team building
  - a. The Board participated in team building discussions.
- II. Finance Committee Update
  - a. External auditors presented Boston Prep's FY20 Audit presentation.
  - b. Trustees participated in this discussion.
- III. Consent Agenda
  - a. The Board approved the minutes from the 9/3/20 Board Meeting.
  - b. The Board approved the FY20 audit.
- IV. Governance Committee Update
  - a. Cynthia Paris provided an update on the framework of governance.
- V. Anti-racism Committee Update
  - a. Sarah James provided an update on engaging a consultant for anti-racism work.
  - b. The Board discussed the draft anti-racism vision statement.
- VI. SY21 School Update
  - a. Sharon Liszanckie provided an update on Boston Prep's reopening plan. The Board participated in this discussion.

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The meeting was adjourned at 9:01am.

Meeting minutes recorded by Arivee Vargas, Secretary of the Board.



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## **BOSTON PREP BOARD OF TRUSTEES MEETING MINUTES**

Via Videoconference

December 4, 2020

**Trustees Present:** Claire Newton, Andrew Kaplan, Arivee Vargas, Blake Poole, Tamara Olsen, Priscilla Guerrero, Sarah James, Natalie Branch Lewis, Cynthia Paris Jeffries, Jovinson Ripert, Raul Cruz, Amelia Cheers, Bryant Weinberg Jones, and Donovan Birch Jr.

**School Staff / Members of the Public Present:** Graham VanderZanden, Sharon Liszanckie, Danielle Pape, Ryan Vermette (Teacher Trustee), Anders Peterson, Bobby Looney, Tyler Martin, Eileen Callahan, Peter Farese, and Vanessa Lipschitz

The meeting was called to order by Tamara Olsen at 7:01 a.m.

- I. Team building
  - a. The Board participated in team building discussions.
- II. Consent Agenda
  - a. The Board approved the minutes from the 10/16/20 Board Meeting.
  - b. The Board approved the motion to elect Vanessa Lipschitz to the Board.
- III. Strategic Projects Update
  - a. Arivee Vargas updated the Board on the current Portrait of a Graduate/design work. Trustees participated in this discussion.
- IV. SY21 School Update
  - a. Sharon provided an accountability update. The Board participated in this discussion.
- V. Outcomes Committee
  - a. Sara James provided an update on SY2020 outcomes.
- VI. Anti-racism Committee Update
  - a. Sarah James provided an update on anti-racism work.
  - b. The Board discussed the updated anti-racism vision statement.

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The meeting was adjourned at 9:01am.

Meeting minutes recorded by Arivee Vargas, Secretary of the Board.



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## **BOSTON PREP BOARD OF TRUSTEES MEETING MINUTES**

Via Videoconference

January 29, 2021

**Trustees Present:** Claire Newton, Andrew Kaplan, Arivee Vargas, Bryant Jones, Tamara Olsen, Priscilla Guerrero, Bobby Looney (Teacher Trustee), Vanessa Lipschitz, Sarah James, Cynthia Paris Jeffries, Raul Cruz, Amelia Cheers, Ryan Vermette (Teacher Trustee), and Bryant Weinberg Jones

**School Staff / Members of the Public Present:** Graham VanderZanden, Sharon Liszanckie, Danielle Pape, Anders Peterson, Tyler Martin, Eileen Callahan, Philip Farese, VaLonda Harris, Jill Schafer, and Julie Duran

The meeting was called to order by Andrew Kaplan at 7:02 a.m.

- I. Team building
  - a. The Board participated in team building discussions.
- II. Consent Agenda
  - a. The Board approved the minutes from the 12/4/20 Board Meeting.
  - b. The Board approved Boston Prep's Student Opportunity Act (SOA) Plan.
  - c. The Board approved Boston Prep's McKinney-Vento Homeless Education policy.
  - d. The Board approved Boston Prep's Foster Care policy.
  - e. The Board approved Boston Prep's Anti-racism Vision Statement.
- III. SY21 Plan Update
  - a. Sharon Liszanckie provided an update on the state of Boston Prep including hybrid learning and on SY22 planning. The Board participated in this discussion.
- IV. Anti-racism Committee Update
  - a. Sarah James and Bryant Jones provided an update on anti-racism work including the anti-racism vision statement and current and future anti-racism work at Boston Prep. The Board participated in this discussion.
- V. Development Committee Update
  - a. Claire Newton provided a Development update including information on the Toast.

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The meeting was adjourned at 10:01am.

Meeting minutes recorded by Arivee Vargas, Secretary of the Board.

## **BOSTON PREP BOARD OF TRUSTEES MEETING MINUTES**

April 1, 2021

Zoom Call

Minutes from Board Meeting

**Trustees Present:** Claire Newton, Andrew Kaplan, Blake Poole, Bobby Looney, Ryan Vermette, Natalie Branch Lewis, Sarah James, Donovan Birch, Amelia Cheers, Tamara Olsen, Bryant Jones, Jovinson Ripert, Vanessa Lipschitz, Johnnyana Cime

**School Staff / Members of the Public Present:** Anders Peterson, Tyler Martin, Sharon Liszanckie, Mark Conrad, Graham VanderZanden, Eileen Callahan, Danielle Pape, VaLonda Harris, Julie Duran

The meeting was called to order by Tamara Olsen at 5:30PM.

- I. Team Building
  - a. The Trustees and staff engaged in a check-in via virtual meeting rooms.
- II. Consent agenda
  - a. The Board approved the consent agenda.
- III. Sharon Liszanckie led a conversation about the school's SY21 progress.
- IV. Blake Poole led a conversation about finance.
- V. Mark Conrad and Vanessa Lipschitz led a strategic projects conversation about the school's design, specifically via the case for change.
- VI. Tamara Olsen led a brief conversation about executive director review.

The meeting was adjourned at 7:30PM

Meeting minutes by Anders Peterson.

## **BOSTON PREP BOARD OF TRUSTEES MEETING MINUTES**

May 28, 2021

Zoom Call

Minutes from Board Meeting

**Trustees Present:** Natalie Branch, Amelia Cheers, Johnnyana Cime (Student Trustee), Raul Cruz, Priscilla Guerrero, Sarah James, Andrew Kaplan, Vanessa Lipschitz, Bobby Looney, Claire Newton, Cynthia Paris, Blake Poole, Jovinson Ripert, Ryan Vermette, Zeinab Yusuf (Student Trustee)

**School Staff / Members of the Public Present:** Eileen Callahan, Julie Duran, Phil Farese, Pat Foran, VaLonda Harris, Sharon Liszanckie, Tyler Martin, Danielle Pape, Anders Peterson, Tara Shuman, Graham VanderZanden, David Wolff

The meeting was called to order by Tamara Olsen at 7:01AM.

- I. Team Building
  - a. The Trustees and faculty engaged in a check-in via virtual meeting rooms.
- II. Consent agenda
  - a. The Board approved the consent agenda.
- III. Sharon Liszanckie led a conversation about the school's SY21 progress and the plans for SY22.
- IV. Sharon Liszanckie led the Executive Director self-evaluation.
- V. Tamara Olsen asked the Board of Trustees to proceed to executive session to finalize the Executive Director review.

The meeting was adjourned at 8:00AM.

Meeting minutes by Graham VanderZanden.



## BOSTON PREP BOARD OF TRUSTEES MEETING MINUTES

June 25<sup>th</sup>, 2021

Zoom Call

Minutes from Board Meeting

**Trustees Present:** Donovan Birch, Natalie Branch, Amelia Cheers, Johnnyana Cime (Student Trustee), Raul Cruz, Sarah James, Bryant Jones, Andrew Kaplan, Vanessa Lipschitz, Claire Newton, Tamara Olsen, Cynthia Paris, Blake Poole, Jovinson Ripert, Ryan Vermette

**School Staff / Members of the Public Present:** Eileen Callahan, Julie Duran, Phil Farese, Kimberly Ferreira, VaLonda Harris, Sharon Liszanckie, Bobby Looney, Tyler Martin, Danielle Pape, Anders Peterson, Graham VanderZanden

The meeting was called to order by Tamara Olsen at 7:00AM.

- I. Team Building
  - a. The Board celebrated departing Trustees Cynthia Paris and Donovan Birch, as well as departing Student Trustees Johnnyana Cime and Zeinab Yusuf
- II. Sharon Liszanckie led a conversation about the school's SY21 progress and the plans for SY22.
- III. Blake Poole provided an overview of the school's SY22 approach, and an update on the community engagement process to allocate ESSER funds for COVID relief
- IV. Tamara Olsen led the Board review of and vote on the consent agenda
  - a. The Board approved the consent agenda, which included the following motions:
    - i. Motion to approve minutes from the 5/28/21 Board Meeting
    - ii. Motion to approve Boston Prep's FY22 budget
    - iii. Motion to approve Boston Prep's FY22 development goal of \$1.5M
    - iv. Motion to elect Kimberly Ferreira as a Faculty Trustee on Boston Prep's Board of Trustees
    - v. Motion to re-elect Priscilla Guerrero, Andrew Kaplan, and Arivee Vargas as Trustees on Boston Prep's Board of Trustees
    - vi. Motion to re-elect Tamara Olsen as Chair, Andrew Kaplan as Vice Chair, Blake Poole as Treasurer, and Arivee Vargas as Secretary
    - vii. Motion for Boston Prep to join the Massachusetts Interscholastic Athletic Association (MIAA)
- V. Bryant Jones led the Anti-racism Committee update
  - a. The work with TNTP is ongoing
  - b. We have our first draft deliverable, an anti-racism metrics report
  - c. Trustees met in small-group breakouts to review, discuss, and provide input on the metrics report
- VI. Ryan Vermette led the update from Strategic Projects Committee
  - a. Work with Transcend on design is ongoing
  - b. We have a draft deliverable, the "case for change"
  - c. Trustees met in small-group breakouts to review, discuss, and provide input on the case for change

The meeting was adjourned at 9:32AM.

Meeting minutes by Graham VanderZanden.