



Approved: Governance Committee Meeting Minutes

December 2, 2024

10:30- 11:00 AM

Via Zoom Link: <https://bostonprep-org.zoom.us/j/98044184761>

Trustees Present: Sarah James, Kim Borchert, Claire Newton, Josh Johnson

School Staff / Members: Lauren Bardsley, Meekerley Sanon

Open Meeting Protocol

- The meeting was called to order by Sarah James, committee chair at 10:35am.

MOTION to approve the October 2024 Meeting Minutes

- Motion to approve and seconded
- All in favor – motion passed unanimously

Agenda:

I. Handbook Policies:

- A. The legal team reviewed the existing handbooks and recommended adjustments using tracked changes.
- B. Due to the importance of this project, it will likely move relatively slowly beginning with the Governance committee doing a deep read of the suggested changes. In the next Governance committee meeting we will review the first round of comments and utilize a survey to collect feedback.
- C. Before presenting to the board for a vote, the Governance committee will vote to recommend that the board approve the handbook.
- D. Adjustment to the handbook process: the Governance committee will provide an update on the handbook review process, provide the handbook to the full board with the option to review and provide feedback, the Governance committee will review and discuss and then make a recommendation to the board.
- E. Lauren and Meekerley will put together a memo identifying the discretionary policies that need discussion and review.

II. Governance Committee Protocols:

- A. Moving forward, we will be more diligent with separating content for public meetings and executive sessions.
- B. Agenda Labels and Content: we are working to provide content in advance in the interest of providing the committee with as much lead time as possible.
 1. Identify timing for future discussion when providing reading materials.
 2. Provide a context sentence in the agenda for the intent and purpose of each agenda item.



III. Strategic Plan Discussion

- A. Meekerley is working with Doug McCurry, the founder of Achievement First, in a coaching capacity.
- B. They decided to streamline the strategic plan to meet the school where it is. The newest version is simplified and zeroed in on the school's most high-level priorities.
- C. Historically, Boston Prep has not had a strong strategic planning process.
- D. Claire: Regarding the goals: I have no context about where the goals are coming from and how achievable they are. I would love to have more background on where the goals are coming from and where the basis for these recommendations comes from.
 - 1. There is no Persistence goal, and given our mission, we should have a persistence goal.
- E. Meekerley: In parentheses, you'll find some context about where we are now.
 - 1. Regarding Persistence, this warrants discussion. How our students perform in college is an output of our work with them in 6-12.
- F. Kim: We can't control their performance in college, but we can control where they apply, etc. As it is a core portion of our mission, I feel strongly that even if we only have three goals, Persistence needs to be one of them.
- G. Josh: Why wasn't math included as a priority?
 - 1. Meekerley: This is a calculated risk that we're taking. Studies show that focusing on literacy has an impact across all subject areas whereas math does not.
- H. Kim: Include the context in the memo to explain how the three priorities will serve the entire school.
 - 1. Consider 10-15 pages of evidence to support the decisions around the top priorities.
- I. Claire: I don't want the math teachers and science teachers to feel excluded from the school's strategic plan - consider a summary that demonstrates that this is a whole school approach and goal.
- J. Meekerley: We will add back the Persistence goals.
- K. Kim: I would like to revisit the utility of iReady and its implications around our metrics.

IV. Board Meeting Agenda:

- A. No comments from Claire or Josh, Meekerley, Kim, and Sarah will finalize the agenda in their meeting on Thursday.

Sarah James closed the meeting and transitioned to Executive Session at 11:18pm.