

BOSTON PREP BOARD OF TRUSTEES

MEETING MINUTES: MEETING #1

OCTOBER 25, 2024

Trustees Present: *Amelia Cheers, Bryant Jones, Claire Newton, David Berkley, David Wolff, Jon Beck, Josh Johnson, Jovinson Ripert, Kim Borchert, Mayeti Gametchu, Natalie Branch Lewis, Tom Huff, Vanessa Lipshitz, Sarah James*

Faculty Present: *Lauren Bardsley, VaLonda Harris, Tyler Martin, Vanessa Shiu, Meekerley Sanon, Anders Peterson, Lily Jewell, Rob Rametti, Aaron Canto*

Community Members Present: *Stephanie Gonzalez, Taino Palermo, Matt Plain, Timothy Groves*

I. Welcome - 10 Minutes

- A. Kim Borchert called to order at 10:04 and Request for Public Comment, no request for public comment
- B. Kim started the meeting with an Icebreaker to set the tone for the meeting. Question was what is your connection to Boston Prep?
- C. Kim requested a motion to Approval of June Meeting Minutes, Sarah made the motion, Claire seconded, all approved. No trustees opposed.

II. ED Update/School Update - 45 Minutes

- A. Kim turned it over to Meekerley to go over school business. Framing for SY25
 - 1. Talked through the psychology of change and related back to Meekerley's college major
- B. High Level Overview of SY24 School Performance: Overview of the last three years
 - 1. Discussed how we are in the process of creating a 5 year strategic plan
 - 2. Academics: focus on literacy, all means all, data driven
 - 3. Ethics: what is the new iteration of ethics in this phase of Boston Prep
 - 4. Persistence: Where are we going to make persistence even stronger and more effective
 - 5. The Right Now: Joy, Process, Partnerships- learning to document all the processes in an effective way. Focus on organizational refinement. Additionally, academic initiatives- common assessments, adaptation of high quality instructional materials. Ethics initiatives- continued career and college trips, adoption of school wide ethics trips, expansion of student trips. Persistence Initiatives- continued partnerships with local colleges, DUET pilot, focus on credit acquisition over grades 9 and 10, focus on where our students are going after college and the relationship to to their college degrees
 - 6. Growth over time: In regards to grade 10 MCAS ELA SGP. In 2022 we were not where we wanted to be with SGP. in 2024 we are in the middle of the pack with SGP.

7. Meekerley opened up the ground for board members to share their reactions and questions for the school based team to take notes
 - a) Josh Johnson shared that we are moving in the right direction with standards
 - b) Tom Huff: stands out how we compare to our peers, 2022 is shocking to see how it was a rough couple of years part of which to covid, but that internally it was difficult. Good to see the right direction
 - c) Natalie Branch Lewis: There has been a lot of change academically- how we were grading, how we think about the students. To see the growth is crazy. Cool to see the growth from a small school to a big school with 700 students
 - d) David Berkley: similar reactions to Natalie's
8. Summary of Level- high level, we aim to have a slide like this in every board meeting. Please let us know if there are data points you would like to see included please reach out to the team.
 - a) Tom: Is there a goal for each of these data points? Meekerley mentioned we are working with the outcomes committee for each of them to make sure we have yearly goals that makes sense
9. Academic Achievement: ELA and math scores for high schools grew, science improved, Non high school scores declined slightly in both ELA and math
10. Enrollment: constant, 695 students, 61.2% African American, 31.1% hispanic
11. Discipline: reported lower out of school suspension rates for 2024, dropped to 6.4%
12. Teacher retention: SY 60.7%, we have work for here, down from 72.1% in the past year:
 - a) What are we doing for this? Meekerley elaborate that we are investing in developing our managers a lot this year
13. Absenteeism: chronic decreased from 31.8% to 20.4%. Kids who are not showing up are still not showing up, but attendance has been high comparatively
14. Finance: clean audit, no significant weaknesses
15. MCAS Data: SGPs provide a measure of the degree to which a student's achievement has changed from the prior year(s) to the current year, in comparison to other students in the same grade who performed similarly in the past. Reviewed data for MS and HS.
 - a) Claire requested to understand high level what initiatives were taken to ensure the data grew. Big picture thing.
 - b) David Berkeley commented
 - c) Amelia Cheers commented on what the stake of Question 2 will do for our schools and kids

III. SY25 Board Governance - 30 Minutes

- A. Board Leadership **[VOTE]**: Sarah James conducted a vote on all leadership positions
1. Motion to approve Chair: Kim Borchert, Berkeley Moved, Claire seconded. All in favor. No trustees opposed .
 2. Motion to approve Vice Chair: Claire Newton. Kim made a motion to approve, Josh Seconded, all in favor. No trustees opposed.
 3. Motion to approve Co-Treasurers
 - a) Appointed Co-treasurers for SY25
 - b) Bryant Jones, Claire made motion to approve, Kim seconded. All in favor. No trustees opposed.
 - c) David Russell, Claire made motion to approve, Berkeley seconded. All in favor. No trustees opposed.
 4. Motion to approve Secretary: Natalie Branch Lewis. Tom made a motion to approve. Claire seconded. All in favor. No trustees opposed.
- B. Staff and Student Handbooks - Policies For Immediate Adoption **[VOTE]**
1. [Mental Health Policy and Support Plan](#)
 2. [Field Trip Policy](#)
 3. [School Volunteer Policy](#)
 4. [Teen Dating Violence Policy](#)
 5. [Title IX Updated Policy](#)
 6. We reviewed all the hand books. We have brought in our legal team to make sure that all our handbooks are meeting all the requirements as a school. We have updated all policies to make sure they have updated with the updates of federal and state laws and remain in compliance.
 7. Matt Plain and team reviewed policies for immediate adoption
 8. **Motion to approve Mental Health Policy and Support plan, Field Trip Policy, School Volunteer Policy, Teen Dating Violence Policy, and Title IX Updated Policy to be in compliance with state and federal law and final approval to delegate the individuals to execute in the brackets will occur in governance. Josh Johnson moved, Kim seconded, all in favor. No trustees opposed.**
 9. Next meeting we will get materials out with names inserted two weeks early for thorough reading.
 10. Reviewed Committee overview and key priorities

IV. Outcomes - 15 Minutes

- A. Approach to SY25 Outcomes: we met earlier this month to go over the approach for outcomes. We have a lot of data and want to strategically review the most urgent data- the data “iceberg”. We want to make sure the data that we are reviewing is the most focused. If you have questions about the data you are always invited to join the outcomes committee meeting or review our data platform in open architects
- B. SY25 DESE Deliverable - [Accountability Plan Metrics](#). We reviewed the goals and paired down the goals to make sure they are the most meaningful goals that will give us the best outcomes. The feedback was to pair it down. The highest

level focus: Are students reading on grade level, Are we serving students with diverse learning needs, are we developing our teachers proficiency in utilizing key literacy teaching strategies? Discussed the plan here. Reviewed the accountability plan metrics for DESE deliverables.

V. Finance - 5 Minutes

- A.** Enrollment Projections and Strategies: we budget for 685 students, year-long communication campaign including emails, geo-targeted social media, leveraged SEO, and updated enrollment collateral. Additionally, cultivation of Boston Prep alumni and familiars and increased neighborhood presence. Continued conversation around enrollment and retaining kids by meeting the needs of families. BPS is going through a restructuring for schools to be k-6, 7-12. This will most likely have implications for our schools because of kids finishing out elementary school with their cohort of peers. This is something we are planning for with governance as these changes approach.
- B.** [Audit Review](#) - Approved by Finance Committee
 - 1. We received a clean audit for FY24, no material weakness or significant deficiencies were identified

VI. Development - 5 Minutes

- A.** FY25 Update
- B.** SY25 Strategy and Priorities: focused on pipeline expansion, adding new prospects and donors to our network, key stakeholder engagement. Upcoming: BOV, Toast Committee, The Toast
- C.** SY25 Development Goal **[VOTE]**
 - 1. Voted approve \$1,500,000 FY25 goal. Motion to approve the goal by Sarah James, goal seconded. All approved. No trustees opposed.

VII. Closing: Kim called the meeting to a close at 10:00am