

University Prep – Oct. 2023 Board Meeting – 10-23-23 – AGENDA

**Note: The agenda below references a variety of separate attachments (soft copies available via email and Google folder)*

7:00 – 7:15 AM (15) Opening Meeting

(Relevant documents: Board Minutes from Sept. '23 Mtg. (PDF))

- Preview agenda for meeting
- Review/approve minutes from Sept. '23 Meeting
- Check-in on how folks are doing (*stay connected with one another*)

7:15 – 7:50 AM (35) Deep Dive – Financials

(Relevant documents: U Prep – Board Deck - Finance – F23 Review_FY24 Q1- 10-23-23 – vF, University Prep September 2023 Financials)

- **Review of FY23 'Headlines' and Network Summary**
 - Where did we end last school year?
 - What led to shifts in our ending fund balance in relation to where we anticipated closing the year based on our revised budgeting in January?
- **Review of FY24 Q1 Financials**
 - Where are we after the close of Q1?
 - What is our current position versus our budgeted expectations?
 - How will our 9% increase in enrollment shift revenues? Expenses?
- **School # 3 – Planning for revised appropriations**
 - How are we approaching YO of School 3 differently this year from the past?
 - What are we projecting as our potential expenses beyond facility costs that have been appropriated (*June '23 as part of budgeting*)?
 - How are we approaching fundraising and thinking through expenses in a “dollars in – dollars out” concept (controlling spending as best as possible while gearing up for expansion)

**No action needed during this board meeting, but important preparation for actions in January*

7:50 – 8:00 AM (10) – Updates

- **November Board Retreat**
 - **Thursday afternoon/evening through Friday at 3:00 PM (11/16 – 11/17) at Lone Rock**
 - Jean sent out a Google form for completion (be sure to complete it if you haven't)
 - Note:** Content will include our long-term enrollment study led by Amy Slothower (including a revisit of enrollment data with Brian Eschbacher), a discussion re. our approach to strategic planning to map out the next 5 years, and a deep dive on financials, including understanding how PreK funding works and potential needs to revisit teacher comp based on shifts in the market.
 - *A detailed agenda and any pre-work will come your way by Monday, November 13th*
- **Updates re. Expansion Efforts** including facility agreement / renovations and civil case with Adams 14 and the State Board of Education (*see email*)

8:00 – 8:15 AM (15) ED Evaluation Review / Discussion

(Relevant documents: ED Self Evaluation Tool – Singer – 2022-23 – vF, Singer – Memo to Board re Org. Performance – Sept 23 – vF, U Prep – ED – 360 Evaluation Summary – Singer – Oct. 2023, Singer – ED Evaluation Memo to Board – 6-14-22 – vF)

- Discussion with the ED on key take aways from comprehensive evaluation
 - o Including referencing the self-evaluation, 360 evaluation, org performance summary and last year's evaluation (*provides insight into where there has been growth and improvement*)
- Opportunity for the board to highlight areas of success where the ED has demonstrated strong performance against core responsibilities and areas of opportunity for growth and further development

8:15 – 8:30 AM (15) – Board Discussion re. ED Compensation (*Executive Session*)

- The board will move into executive session pursuant to **C.R.S. 24-6-402(4)(b)** to engage in discussion regarding the Executive Director's evaluation and subsequent compensation.