

## University Prep – Dec. 2023 Board Meeting – 12-11-23 – 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 Oct. '23 Mtg. and Nov. '23 Board Retreat)*

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

### 7:15 – 7:45 AM (30) Review & Approval – BGCMD License Agreement (School 3)

*(Relevant documents: Memo to Board – U Prep and BGCMD Partnership – Facility – 12-7-23 vF, Full License Agreement)*

- Review update to renovation approach and associated costs
  - What is it going to cost us to renovate the building to support 1, exclusive ECE classroom?
  - How much of that cost is covered by grants and how much will be on us (our fund balance)?
  - How does this approach compare to what was presented at the retreat in Nov.?
  - What is the impact, if any, on construction timeline/completion?
- Discussion of key elements of the license (lease) agreement and motion for approval
  - What are the core obligations established within the updated agreement? (*especially pertaining to committed \$'s*)
  - What are the length of the initial and renewal terms?
  - How does the annual lease fee play out as a projected percentage of revenue? (*when we're only PreK... when we're PreK and K?*)

### 7:45 – 7:55 AM (10) Approval of an Updated Resolution tied to 1 MM School # 3 Appropriation

*(Relevant documents: University Prep\_School 3 Appropriation Resolution – 12-11-23)*

- Review updated resolution and discuss rationale
- Vote on approval

### 7:55 – 8:10 AM (15) Approval of Updated Financial Policies and Procedures

*(Relevant documents: University Prep – Financial Policies and Procedures – Updated vF – Nov - 2023)*

- Discuss updated financial policies and procedures including highlighting key updates
- Vote on approving the revised policies and procedures

### 8:10 – 8:25 AM (15) – Updates / Closing

- Quick review of fundraising YTD (290K of 305K goal secured for core operations as budgeted for FY23-24)
  - Includes receiving 100K from the Roy & Gloria Dinsdale Foundation (out of Omaha, NE) and 20K from the Carson Foundation (*\*both confirmed on Dec. 1<sup>st</sup>, 2023*)
- Brief update of Lead Measures through Dec. 1<sup>st</sup>, 2023
  - Attendance is 4.4% ahead of the first 16 weeks from last year (above 90% at each campus) with timeliness improved by 16% (*above 82% across the network*)
  - Within school year staff retention remains at 94% through early December with 86% of team members sharing that they plan to return for SY24-25
  - Based on 45 classroom observations across the network over the last 2-week cycle, VOE scores are averaging a 3.1 (goal remains a 3.5)
- Scheduling Special Meeting – Week of Dec. 18<sup>th</sup>
  - Review calendars and find a 1-hour window for an additional, remote meeting prior to winter break
- Quick Preview of Potential New Board Member “meet” and “greet”