

MINUTES OF MEETING OF BOARD OF DIRECTORS OF VENTURE PREP

A meeting of the Board of Directors of Venture Prep was duly called on December 11, 2017. Present at the meeting were:

Drew Bixby – Board President
Kayla Tibbals – Board Secretary
Chuck Born – Board Member
Jake Gilmore – Board Member
Tim Sznewajs – Board Treasurer
Loren Kuznetsov – Board Member
Erin Quigley – School Principal
Rondah Frierson – Marketing & Recruitment Coordinator
Trace Faust – Prospective Board Member (by phone)

- I. Board President Bixby called the meeting to order and welcomed board members and school staff.
- II. Board President Bixby presented the previous meeting minutes – Chuck Born motioned to approve the minutes, Jake Gilmore seconded, and the minutes were approved unanimously.
- III. School/Principal Update
 - a. Principal Quigley provided updates on Summit Personalized Learning (improving), the Internet (better), Behavior (solid), New Student Activities, Morning Muster Attendance, Overall Attendance (issues), Teacher Performance, and College Access/Applications, and Erin’s request for help on reviewing the enrollment strategy.
 - b. Tim Sznewajs and Loren Kuznetsov asked follow-up questions about teacher performance, planned PD from Summit Learning, and follow-through
- IV. Review of Recruitment Plan
 - a. Principal Quigley shared a “High Level Market Research: Denver High Schools” document prepared by independent consultant David Guillen.
 - b. Principal Quigley explained the three areas of change for successful marketing and recruitment: Program, Communication, Parent/Community Involvement
 - i. PROGRAM: Advisory & Pathways: Principal Quigley explained that VP may need to shift the approach to advisory so that students have a focused college pathway starting in 11th grade
 - ii. PROGRAM: Concurrent Enrollment: Principal Quigley explained that VP needs to offer students the opportunity for concurrent college enrollment
 - iii. PROGRAM: Rondah Frierson discussed her idea for a Personalization/Portfolio Piece that begins a college pathway in the 9th grade year
 - iv. COMMUNICATION: Principal Quigley and Rondah Frierson discussed marketing directly to 8th graders, especially those in Aurora Public Schools, especially those who are used to a small-school environment or those who have struggled in a large middle school and would benefit from a smaller, more personalized high school experience
 - v. PARENTS/COMMUNITY: Principal Quigley suggested the need for PTOs by grade with potential stipends for parent leadership

- c. Mid-Term Transfer Approach: Principal Quigley and Rondah Frierson spoke to the idea of appealing to 9th and 10th graders who find themselves not thriving at other, larger high schools after being successful in middle school.
 - d. School staff will need board member support looking at the materials and the plan before it rolls out.
- V. Grant Writer Update
 - a. Reilly Pharo Carter is proposing to find, research, co-write grant proposals, but the school/board will submit; Proposed contract from December through June; Principal Quigley updated the board on her conversations with Reilly and their brainstorming/planning process; Kayla Tibbals said that she felt Reilly's initial list of possible grants felt comprehensive; Kayla Tibbals shared that Reilly worries how VP's financial profile may affect funders' desire to grant money; with regards to which grants we apply for: Loren Kuznetsov suggested that maybe we don't limit ourselves to grants larger than 50K because smaller grants can build credibility and good faith
- VI. Board Walkthroughs and Membership
 - a. President Bixby will coordinate with Cindy Price and all board members to schedule January walk-throughs at school
 - b. Prospective Board Member Trace is in the finishing stages of securing District approval (and a DPS employee) to join the Board of Directors and will update the Board ASAP.
- VII. Staff Gifts/Holiday Gathering
 - a. President Bixby shared details of gift-giving, early direct deposit, and staff-gathering support on behalf of the board.
- VIII. Loren Kuznetsov Resignation
 - a. Loren Kuznetsov's resignation from the Venture Prep Board of Directors due to family and professional obligations is effective 12/31/17
 - b. Loren Kuznetsov will also help vet recruitment and grant documents before/after her official resignation; she is also interested in serving in some sort of informal Advisory Board capacity in the future.
- IX. Public Comment
 - a. Public comment was requested; no public comment was heard.

Meeting was formally adjourned.



Drew Bixby, Board President