

Board Meeting 2018-19 Board Meeting Summaries

March 2019

Head of Middle School and Technology Director presented an overview of ManageBac, an IB-focused learning management system implemented in Middle School which will soon be rolled out to the rest of the school. ManageBac provides significant streamlining and efficiency to teachers, administrators, parents and students, to pull reports, homework and classroom activities, all in one platform. Middle School received initial implementation, with rest of school to follow in Fall 2019. Chair reviewed progress report and status update on 2018-19 BOT goals. Head of School and CFO provided update on enrollment, revenue projections and Middle School language learner track planning progress for 2019-20 school year. Chair of B&G gave a summary of the Facilities Master Plan, which is intended to be a tool and reference guide for making future decisions on facilities at EBI. Head Transition Committee Chair provided update. Committee of Trustees Chair reviewed current and next school year BOT structure.

February 2019

Director of Advancement & Admissions provided an update on current admission levels, reviewed marketing initiatives and enrollment/retention strategies. Head of School provided an update on current focus on Lower School. Diversity Committee Chair presented a summary overview and draft of the balanced scorecard for Diversity, Equity & Inclusion (DEI). Treasurer reviewed P&L from end of 2018. B&G Committee Chair discussed the options for a facility needs assessment of both campuses. This will enable us to help budget for upcoming expenses and prioritize projects. Committee Chair provided update on Head of School Transition.

January 2019

A consultant held a session to educate the board on topics specific to Diversity, Equity & Inclusion. Head of School provided current enrollment numbers and State of the School planning. Committee of Trustees provided an update on recruiting efforts for committees in 2019-20. Head of School Search Committee provided a status update.

December 2018

Buildings & Grounds Committee Chair provided update on goals, recruiting, policy and plan. Treasurer reviewed the proposed 2019-20 tuition, which was approved. Head of School discussed admission tours and State of School which will be scheduled for Jan 29. Head of School Search Committee provided a status update.

November 2018

Head of PK-1 and Head of Lower School jointly presented an overview of the Curriculum Review Process. Discussed phases, examples and stages of development, along with evaluation results and specific implementation steps. Risk Committee Chair provided summary of draft report shared with department heads, which identified and assessed risks. The goal is to

finalize the Risk Report by June. Goals for the head of school for current year were approved. Treasurer presented proposed 2019-20 tuition and budget for review, which will be voted upon in December meeting. Head of School Search Committee provided a status update.

October 2018

Development director provided an update on EBIPA planning, Annual Fund results and strategy, and Gala preparations. Treasurer provided monthly overview of detailed monthly steps for budget process, along with 2019-20 principle assumptions to keep in mind during budget process. Analyzed proposed admissions projections for 2019-20. Head of school provided final draft of goals for current year. Chair provided update on recent and upcoming board presentations and events. 2018-19 Board Goals were approved.

September 2018

Updated budget for 2018-19 was reviewed and approved. Head of School provided an update and analysis on admissions projections for 2019- 20. Head and the Board members in attendance collaborated on the Head's draft goals for the year. Focus groups and meetings for Head of School search scheduled for Sept 24 and 25. Committee of Trustees Chair reviewed current committee membership. Advancement Committee Chair outlined draft goals for the year. Chair examined draft of Board goals for current year.

Board Retreat Summary (August)

At the August 25, 2018 EBI Board Retreat, Board Chair Eric Elia welcomed trustees to the 2018-2019 academic year. The trustees and Jon Fulk, Head of School, reflected on the findings from the summer focus groups and from family and staff interviews related to changes in the SE Program. Monique Spyke presented her work on retaining a consulting firm for the Head Search process and next steps. Jon presented trustees with data from a recent audit of admissions. There was a discussion of strategies relevant to increasing enrollment. Questions to frame the board's work on EBI's affordability were identified. Board, Head of School and Committee goals were outlined and shared.