



## Boston Preparatory Charter Public School

### SY26 January Additional Governance Meeting

Published on January 20, 2026 at 11:04 AM EST

Amended on January 27, 2026 at 8:54 AM EST

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#### Date and Time

Wednesday January 21, 2026 at 10:00 AM EST

#### Location

<https://bostonprep-org.zoom.us/j/6842807314>

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#### Agenda

|                                     | Purpose | Presenter   | Time            |
|-------------------------------------|---------|-------------|-----------------|
| <b>I. Opening Items</b>             |         |             | <b>10:00 AM</b> |
| <b>A.</b> Record Attendance         |         | Sarah James | 1 m             |
| <b>B.</b> Call the Meeting to Order |         | Sarah James | 1 m             |

|  | Purpose         | Presenter   | Time            |
|--|-----------------|-------------|-----------------|
| <b>C.</b> Approve Minutes<br><br>Approve minutes for SY26 Additional Governance Meeting on September 17, 2025  | Approve Minutes | Sarah James | 1 m             |
| <b>D.</b> Approve December Governance Minutes  | Approve Minutes | Sarah James | 1 m             |
| <b>II. Board Planning</b>  |                 |             | <b>10:04 AM</b> |
| <b>A.</b> Board Composition Analysis & Trustee Pipeline<br><br><b>Purpose:</b> Assess current Board composition against strategic and governance needs.<br><b>Materials:</b> Board Composition Matrix; Skills & Demographics Snapshot.<br><b>Discussion:</b> Gaps, overrepresentation, succession risks.<br><b>Action:</b> Align on priority profiles for recruitment. | Discuss         | Sarah James | 20 m            |
| <b>B.</b> New Trustee Recruitment<br><br><b>Purpose:</b> Review and advance proposed trustee candidate(s).<br><b>Materials:</b> Candidate profile(s), interview summary.<br><b>Action:</b> Vote to recommend candidate(s) to the full Board.   | Discuss         | Sarah James | 15 m            |
| <b>III. Governance</b>   |                 |             | <b>10:39 AM</b> |
| <b>A.</b> Trustee Onboarding System Approval<br><br><b>Purpose:</b> Ensure consistent, high-quality onboarding for new trustees.<br><b>Materials:</b> Draft Trustee Onboarding Checklist.<br><b>Action:</b> <b>Vote</b> to approve onboarding checklist.   | Vote            | Lily Jewell | 5 m             |
| <b>B.</b> Trustee Roles & Responsibilities Update<br><br><b>Purpose:</b> Clarify expectations and reinforce strong governance norms.<br><b>Materials:</b> Revised Trustee Roles & Responsibilities document.<br><b>Action:</b> <b>Vote</b> to approve updated roles and responsibilities   | Vote            | Sarah James | 5 m             |
| <b>C.</b> Trustee Accountability Framework<br><br><b>Purpose:</b> Establish a clear structure for trustee engagement, follow-up, and accountability.<br><b>Materials:</b> Trustee Accountability Matrix.<br><b>Discussion:</b> Role of Board Chair and Governance Chair in monitoring and follow-up.   | Discuss         | Sarah James | 10 m            |

|  | Purpose | Presenter | Time |
|--|---------|-----------|------|
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**Action: Vote** to adopt accountability framework.

**IV. Closing Items**

**10:59 AM**

**A. Adjourn Meeting**

Vote

Sarah James

1 m