



GENEVA SCHOOL *of* BOERNE

2022-2023 BOARD OF TRUSTEES ANNUAL AGENDA

MONTH	ROUTINE BUSINESS	STRATEGIC PLAN ITEMS
September	<ul style="list-style-type: none"> • Head of School (HOS) Report: Enrollment Update Campus Security Update • Committee on Trustees (COT): Board Education • Head Support & Evaluation Committee (HSEC): Head's Annual Agenda • Finance: Cash against Strategic Financial Plan 	<ul style="list-style-type: none"> • Architecture Review Committee (ARC) and/or Head of School re: Master Plan/Capital Improvements: Update on private drive construction progress • HOS Initiative of Talent Management: Provide analysis and propose revisions concerning current structures and processes to increase accountability and accuracy of performance reviews • STEM Committee & HOS Initiative of Curriculum Development: Present STEM philosophy statement to BOT for approval • HOS Initiative of Enrollment Pipeline from 2021-22: K-Prep update
October	<ul style="list-style-type: none"> • HOS Report: Enrollment update • COT: Board Education Potential Board Candidate profiles • Finance: Quarterly financial report Cash against Strategic Financial Plan • Board Chair: Submit Strategic Plan and Annual Agenda for Board of Trustees (BOT) approval 	<ul style="list-style-type: none"> • ARC and/or HOS re: Master Plan/Capital Improvements: Update on private drive construction progress • Survey Committee & HOS Initiative of Mission & Culture: Chair to announce Parent Survey Committee members
November	<ul style="list-style-type: none"> • COT: Board education • HOS Report • Finance: Cash against Strategic Financial Plan Present updated 2022-23 annual budget 	<ul style="list-style-type: none"> • HOS Initiative of Master Plan: Update on status of Master Plan • ARC and/or HOS re: Master Plan/Capital Improvements: Update on private road construction progress • HOS Initiative of Talent Management: Report on plan for securing training for identified successors • Human Sexuality Committee Initiative of Mission & Culture: Submit Statement on Gender & Sexuality for BOT approval & present handbook edits as well as Parent and Student Agreement Forms

<p>December</p>	<ul style="list-style-type: none"> • COT: Board education Recommendation re: top new BOT candidates • HOS Report • HSEC: Report on HOS' annual agenda progress • Finance: Cash against Strategic Financial Plan 2023-2024 get recommendation 2023-2024 tuition recommendation 	<ul style="list-style-type: none"> • HOS Initiative of Financial Health: HOS and/or Dev. Director: Develop, evaluate and recommend to Board a comprehensive fundraising policy • HSEC/HOS Contract Negotiations: HSEC provide recommendation for new HOS contract • ARC and/or HOS re: Master Plan/Capital Improvements: Update on private road construction progress • HOS Initiative of Enrollment Pipeline from 2021-22: K-prep update • Finance Committee & Initiative of Financial Health: Present companion SFP & 3-year pro forma
<p>January</p>	<ul style="list-style-type: none"> • COT: Board education • HOS Report • Finance: Cash against Strategic Financial Plan Quarterly financial report 	<ul style="list-style-type: none"> • HOS Initiative of Talent Management: Mid-year update concerning structures and processes to increase accountability and accuracy of performance reviews • ARC and/or HOS re: Master Plan/Capital Improvements: Update on private road construction progress • Finance Committee Initiative of Financial Health: Present plan for balanced budget for BOT approval
<p>February</p>	<ul style="list-style-type: none"> • COT: Board Education Initial BOT candidate slate • HOS Report: Admissions report Re-enrollment report Financial Aid update K-prep Update • HSEC: Report on Head's Annual Agenda progress • Finance: Cash against Strategic Financial Plan 	<ul style="list-style-type: none"> • HOS Initiative of Talent Management: Presentation of report and findings concerning the ability to attract and retain talent including the identification of strengths, weaknesses and baseline • HOS Initiative of Master Plan/Capital Improvements: Initial recommendation regarding updated MP • ARC and/or HOS re: Master Plan/Capital Improvements: Update on private road construction progress • Survey Committee & HOS Initiative of Mission and Culture: Present proposed parent survey • HOS Initiative of Enrollment Pipeline from 2021-22: K-Prep update
<p>March</p>	<ul style="list-style-type: none"> • COT: Board education Conduct Strategic Board Assessment • HOS Report: Admissions report Financial Aid update • Finance: Cash against Strategic Financial Plan 	<ul style="list-style-type: none"> • ARC and/or HOS re: Master Plan/Capital Improvements: Update on private road construction progress • COT Initiative on Board Maintenance & Strategy: Report on document review including BOT policy manual & associated documents

<p>April</p>	<ul style="list-style-type: none"> • COT: Board education Board candidate interviews Report on Strategic Board Assessment Survey results • HOS Report: Admissions report Financial Aid update • HSEC: Recap of HOS accomplishments • Finance: Cash against strategic financial plan Quarterly financial report 	<ul style="list-style-type: none"> • ARC and/or HOS re: Master Plan/Capital Improvements: Update on private road construction progress • HOS Initiative of Marketing and Communication: Advancement Team Presentation of Year 3 Progress *Distinctives and value thereof *Educate GS & new parents on 12-K vision & Portrait of Grad *Strategy for responding to public reviews *Connecting effectively with younger generations of parents • HOS Initiative of Enrollment Pipeline from 2021-22: K-prep update
<p>May</p>	<ul style="list-style-type: none"> • COT: Board education Plans for June retreat, new member orientation & Legacy Dinner • Finance: Cash against strategic financial plan • HSEC: HOS Evaluation • HOS Report: Admissions report 	<ul style="list-style-type: none"> • HOS Initiative of Talent Management: Annual report on structures and processes to increase accountability and accuracy of performance reviews • HOS Initiative of Master Plan/Capital Improvements: Final recommendation regarding updated MP • ARC and/or HOS re: Master Plan/Capital Improvements: Update on private road construction progress • Survey Committee & HOS Initiative of Mission and Culture: Present parent survey results to BOT