



Board of Trustees Meeting Agenda January 21, 2026

Date/Time: January 21, 2026, 5:00 pm

Place: The Summit Preparatory School

Presiding: Jordan Fry, President

Meeting Materials

Attendees:

Board Members: Jordan Fry, Dori Grinder, Mary Pothoff, Joe Dull, Jesse Palmer, Sam Webster, Elizabeth Cole, Chris Greig

Absent: Mitchell Johnson, Adam Johnson

Administration: Katie Heet, Linda Renfroe

Call to Order

- Meeting called to order at 5:00 pm on January 21, 2026.

Approval of Prior Minutes

- [December 2025](#)
- MOTION: A motion to approve the Board of Trustees meeting minutes from December was made by Jesse Palmer and was seconded by Chris Greig. The motion passed unanimously.

Celebrations

- Winter Party Successes, SPO
- Upper School Film Fest, Upper School Faculty
- Child Advocacy Center Presentations, Becky Breckner
- Heterogeneous Robots Cooperation via Multi-Agent Reinforcement Learning, publication in the *International Journal of Mechanical Engineering and Robotics Research (IJMERR)*, Rob Powers

Consent Agenda (Status Reports)

- [Head of School Report](#) – Katie Heet
- [Admissions & Enrollment Report](#) – Kendra Pickett
- [Advancement Report](#) – Amy Maas & Claire Porter
- [Finance Report](#) – Linda Renfroe
 - December 2025 Monthly Reports - [Statement of Financial Position](#), [Restricted Funds](#), [Budget to Actual December 2025](#), [Budget to Actual Aug- Dec](#), [Days of Cash](#), [Statement of](#)

[Activity YTD](#)



- MOTION: A motion to accept the consent agenda as presented was made by Elizabeth Cole and was seconded by Dori Grinder. The motion passed unanimously.

Old Business

- Major Donor Outreach
 - [Donor Funnel Request](#)

New Business

- Strategic Planning, [Final Draft](#)
- MOTION: A motion to approve the Strategic Plan as presented was made by Chris Grieg and was seconded by Elizabeth Cole. The motion passed unanimously.
- [Proposed 26/27 Budget](#)
- MOTION: A motion to approve the Proposed 26/27 Budget was made by Dori Grinder and was seconded by Joe Dull. The motion passed unanimously.
- State of the Summit, Thursday, January 29, Presentation Preview
 - 5:30 p.m. Reception, 6:00 p.m. Presentation and Recognition
- The Summit's 2nd Annual Career Fair (8th - HS), Wednesday, March 4, 2026, 10:00 - 11:30 a.m.

Housekeeping

- ISACS Trustee Series 2025-2026, registration required
 - [ISACS 2025-26 Trustee Series Instructions & Registration Zoom Link Guide](#)
 - Zoom Registration Link
 - Thursday, November 20, 2025 - Empowering Independent School Trustees: Current Trends, Culture & Campaigns - Maeve Riley & Bob Weston, CCS Fundraising, **Chris**
 - Thursday, December 11, 2025 - Board Chair Roundtable, **Jordan**
- [Board of Trustees Annual Calendar 2025/2026](#), Draft
- Nominating Committee, convening in January

Meeting Close

- MOTION: A motion to close the meeting was made by Jesse Palmer and was seconded by Joe Dull. The motion passed unanimously.