

**Horizons at The Episcopal Academy (HEA)
Board Meeting Minutes
Thursday, October 20, 2022**

In attendance: Ellen Blommer, Lorraine Brown, Laurie Collins (virtual), Donna Corrato, Theresa Clark-Rihn, Courtney Delaney**, Jen Fifer*, Jennifer Franklin, Tamika Gamble, Beth Hanssens, Beth Hixson, Brenda Holston (virtual), Muniya Khanna, Ann Kraftson (virtual), Ryan Learn*, Jen Lederman, SooHee Lim, Bonnie Lo, Karen Marston, Mike Morgan, Nina Rogers, Mallory Silva, Alisha Slye, Holly Stanley, Mo Toure (virtual)

Not in attendance: Donna Archambault, Yamini Durani, T.J. Locke, Zach Richards*, Ayinde Tate*

*Board Observer

** Non-voting Board Member

Also, in attendance, Christine Gonzalez (Horizons Administrative Associate) and Jose Oromi (via Zoom for his presentation time only).

1. Call to Order - Board Meeting called to order at 8:24 a.m. by Bonnie Lo.
2. Minutes – May 3, 2022 Board Meeting Minutes were approved.
3. Board Chair Report – Bonnie Lo
 - Asked for a motion to grant trustee emeritus status for four founding board members: Donna Archambault, Kim Harrar, Peri Higgins, and Ann Semmer. Motion passed unanimously.
 - Shared thank you note from Meredith Foote, Principal at Overbrook Educational Center.
4. Program Update – Ryan Learn
 - Recapped the 2022 Summer Program which included the following: language arts, reading specialist, guided reading, math, project-based learning, daily enrichment (art, drama, STEM, foreign language (French), PE and swimming), field trips (Linvilla Orchards, Legoland, Bartram’s Garden, Franklin Institute, Elmwood Park Zoo, Urban Air), theme days, Field Day, special treats (waterslide, ice cream truck, water ice, etc.) and guest readers.
 - Added a full-time math specialist, curriculum documentation (IXL) and middle school electives.
 - Noted a total of 70 student volunteers. Four EA alums served as teachers/vistas. Staff included five partner school teachers and two current EA faculty members.
 - Enhanced swimming program: increased swim time to 30 min/day vs. 15 min/day last summer. Instructors hired by Horizons and managed by Wendy Lingle of EA/Excel. Students advanced at least two swim levels with 42 students passing the deep-water test.

- Noted 10 high school students participated in full 6-week program led by Andrea Caple and enjoyed field trips (Chamounix Equestrian Center, Sheet Metals Union, SJU), career speakers (Essential Utilities BRG, Judge Scott Reid, Sheet Metal Workers Union, Northwestern Mutual) and College Possible workshops.
- Presented 2022 Data Review – Star Assessment.
- Noted 25 students participate in the school year tutoring program. Virtual office hours offered for Middle School students.

6. Horizons National Update – Jose Oromi, Executive Vice President

- Discussed purpose and history of HEA strategic planning; focus on adjustments to existing plan rather than complete rehaul. Programming should drive strategic planning.

7. Committee Updates

- **Program** – Holly Stanley & Ryan Learn
 - Recapped 2021-22 Super Saturdays including May 14th Summer Orientation which included parent speaker, Dr. Pamela Brown.
 - Shared activities schedule for upcoming October 29th Super Saturday Harvest Fest.
 - Discussed 2022-23 focus areas: field trip research, middle school programming, parent programming & Super Saturdays.
- **High School Programming** – Alisha Slye
 - Discussed College Possible partnership and reported success of summer workshops, relationship building, and college research projects students completed and presented over summer.
 - Reviewed school year plans to support students in the high school selection process.
 - Plans to track College Possible impact and determine if other partners can also be added.
 - Continue to hold monthly zoom meetings with HS Program Director.
 - Noted students will be creating vision boards on October 29th Super Saturday.
- **Finance** – Ellen Blommer
 - Reviewed October 2022 Forecast – net event revenue exceeded budget due to higher sponsor revenue and lower costs.
 - Received additional grants from HGP and Wellington.
- **Fundraising** – Jen Lederman
 - Shared 2022 fundraising progress – net revenue exceeded budget due to increase in grants and individual donors.
 - Continue to cultivate new and sustained donor support for the program, with heightened focus on Horizons Heroes.

- Engaged Horizons Heroes over summer with guided reading opportunities.
- Develop corporate strategy to secure non-event sponsorships.
- Support 2023 Event with new sponsorships.
- **Governance** – Karen Marston
 - Continue to identify new board member candidates with focus on diversity, finance background and EA Lower School presence.
 - Working on slate of potential new officer candidates for July 2023 transition.
- **Marketing** – Donna Corrato
 - Evaluating event video drafts.
 - Working on new website with an expected roll-out of December 2022.
 - Support 2023 Event Committee with increased focus on EA Lower School parents.
- **Event** – Holly Stanley
 - *Taking the Reins for Horizons!*
 - **SAVE THE DATE – April 28th, 2023, 7pm at Radnor Hunt**

8. Final Takeaways – Bonnie Lo

- Encouraged board members to sign up to volunteer on October 29th and December 10th Super Saturdays.
- Reminded anyone interested in a Board Officer position to contact Karen or Bonnie.

Next Board Meeting: Tuesday, January 17, 2023 at 8:15 a.m.

Meeting was adjourned at 9:45 a.m.