

**Board of Trustees Meeting**  
**Boulder Preparatory Charter High School**

May 24, 2017  
6:20 pm – 7:15 pm

**1. Call Meeting to Order, Roll Call and Boulder Prep Mission**

- A. Peter called the meeting to order at 6:18 pm
- B. Roll Call
  - i. Board Members Present: Lili Adeli, Peter Vigil, Lili Adeli, Lauren Burdekin, Rolly Schendel
  - ii. Board Members Absent: Manijeh Taherynia, Stephani Carlile, Macauley McGinnis
  - iii. Others Present: None
- C. Anecdote: Lili shared a video of a student who performed a piece at the poetry jam which shared of his struggle with bullying and body image. This was one example of more than 30 students who performed poems at the event.

**2. Board Procedures**

- A. The Board follows Robert's Rules.

**3. Chair's Report**

- A. Peter has nothing to report.

**4. Headmaster's Report**

- A. Lili sent out a Headmaster Report and updated that we received the Tony Grampsas grant although the funding was about 60% of our request. They deducted from the total award according to the rubric and point reduction on the overall score. This award will be used to sustain the graduation coach position. This summer, we will begin work on our security measures including door locks and an emergency alert system. The district has agreed to pay for this project. We will also be working with students and staff to come up with plans for our building face-lift which will include a bathroom remodel, new furniture and a fresh coat of paint.

**5. Public Hearing and Public Participation**

- A. No Public Participation.

**6. Board Communication**

- A. Rolly comments about the donation from his sister for the wine taster. Lili indicates that she did not see it come through but will double check with Toni. He also indicated that they have a health related company and are interest in doing some medical training for the students. Lili and Rolly will follow up to coordinate. Rolly also added that he and a couple of his students will be teaching an intensive this summer.

**7. Information**

- A. Finance Committee Report –  
Lili reviews that the Budget is looking good for us to close underspent. Toni has included some projections on the report showing where we will likely be overspent and areas that we will be underspent. We should close the year out about \$25,000 underspent partly because of staff departures and partly because of the new mill levy.

We are working to spend down both the afterschool grant and the counselor corp grant. Since we are losing Jeff (our school counselor), there will be a month of salary available to hire a new person. We are considering one candidate who ideally has all of the qualities we would look for, but is asking for more than we offered. The Board discusses the request for more money and suggests a pay for performance or bonus for some project completed rather than a higher base salary that might be out of line with the other staff. The Board also advised to talk with the referrals. If we are not able to hire for the position, then we would have a month's salary leftover in the grant to either spend on something quickly or return to CDE.

For the restorative practices grant, we are underspent quite a bit. We have decided to move in a different direction with this grant and have terminated the staff member that we had hired to manage the project. The funds moving forward will be distributed to current staff for extra duties in implementing the Restorative Practice program. We submitted a plan to CDE with a modified budget.

There was minimal activity in the 501c3, and we will see the revenue from the Wine Taster deposited next month. Our investment account is doing well with stocks increasing since last month. The committee continues to monitor closely.

## **8. Study Items**

- A. FY18 Budget - The proposed budget for FY18 is based on a lower enrollment of 100 students. Our current enrollment is close to 75 students since 25 students just graduated. We have put together a conservative budget for the next year which would still have us adding nearly \$9,000 to our surplus even if we give the proposed salary increases to staff. The new mill levy makes a big difference in reducing our expenses for janitorial, facilities maintenance, and tech fees.
- B. Board Recruitment – The group discusses Board expansion to add one or two members. We have to consider who we know, but maybe also cold calling on executives at local corporations. Lili shares about another local non-profit that was able to put on an event that raised \$100,000. In looking further, she saw that they had a 9 person Board of Trustees, a 9 person Board of Directors and over 30 members on their advisory board most of whom were senior level executives at local corporations. Peter was willing to make calls if we can come up with a list of businesses and people. Mcauley comments about being really specific with requests for either time on a board or money. Lauren suggest trying to do a meet and greet by get on the agenda for a meeting at corporation for community outreach and partnerships. The group will continue to think about it and try to come up with specific steps to expand our Board.

## **9. Action Items**

- A. Salary Options for FY18 - Lili presented an updated salary schedule to reflect some adjustments from our last meeting. Andre has agreed to stay part-time but would still take a reduction of 10% on a half-time salary. Lili has reduced the request on her salary increase since Toni has agreed to stay. Other adjustments are the same as presented before to help us be more competitive and also recognize the hard work being done by the staff. Peter motions to approve the salary schedule as proposed. Lauren seconds. All are in favor.
- B. Minutes from 4/29/2017 – Peter motions to approve the minutes from 4/29/17. Rolly seconds. All in favor.

**10. Adjournment**

- A. Peter adjourns the meeting at 7:45 pm.