**Boulder Prep Board Meeting**

 December 1st, 2010

Board Members Present: John Taylor, Frank Dubofsky, Pam Ford, Kimberly Howard, Ida Sandoval, Josephine Santiago, Donelda Mason,

Guests Present: Nora Flood, Greg Brown, Tina Lesniak, Lili Adeli, Gabe Dillon, Israel Sanchez, Sally Hart and Leah Arvanitis.

Mission of Boulder Preparatory High School Read by Nora Flood

Nora called meeting to order at 6:06 p.m.

**1. Reading and Approval of Minutes:**

Donelda moves to approve the minutes for November 22, 2010. John seconds the motion. Discussion regarding corrections ensued. The date will be changed within the footer and a correction will be made to reflect 2011 as the date for the training workshop. Unanimous approval of the minutes.

**2. Open comment, New Business & Announcements:**

On December 8th, Josephina will host the holiday party at her home for the faculty at 5:15 p.m. Directions will be distributed to the board by email from Josephina.

**3. Headmaster Report:**

Pam presented the Headmaster Report that was distributed to the board. John asked if we have a student cap. Lili confirmed that the cap is 160 students.

Pam reported that Lili has been in contact with Melissa Mequi. Lili reported that she confirmed a meeting with the district for December 13th from 1:30 p.m. to 3:30 p.m.

Lili advised the district that Lili, Pam, Donelda and Kimberly would be attending.

Pam asked, if because it is a negotiation, do we have to officially call an executive session. Nora advised that we will not need to be in executive session in order for three members to participate in the meeting.

Lili stated that she believes that the first meeting will be an informational fact finding discussion. A discussion ensued regarding the potential topics that may arise for discussion during the meeting.

Greg Brown suggested that we ask the district if there will be any changes to the template so that we can address them now.

Lili advised that she had a discussion with Melissa and thinks that they moved away from the use of a template and Lili anticipates that we will be given an outline that we can also review with Rick Boos.

Nora recommended that we pay attention to the date of the renewal approval to ensure that the dates are correct.

Nora advised that we do not have to write formal minutes during the meeting, but could use our notes in brief bullet point format as a record.

Lili suggested that we meet early before the meeting to review the renewal. Melissa will be sending an agenda that we will be posted with a start time at 1:00 p.m. to end at 3:30 p.m.

Pam asked where we are to post the minutes. Nora advised that the approved minutes should be posted on the website.

Frank inquired about Monolingual Night. Monolingual is Spanish speaking. Israel Sanchez talked about the diversity of students and families. He presented an orientation for families on the cultural norms of Boulder Prep. He contacted 33 families, 3 families came and a total of 9 people. He is looking forward to growing the Native American focus as well.

**4. Development Director Report:**

Lili presented the Development Report that was distributed to Board Members.

Nora asked if we have applied for Donors Choose funds. (donorschoose.org). Lili stated that she has pursued School Funder and Crowd Funder programs and will look into Donors Choose as well.

Lili suggested that a good goal would be to raise $300,000 for a match. She suggested that we look at the reserve to build a capital campaign, with a goal over the next couple of years of saving at least $200,000.

Nora advised that Daniels Funds met in September and their support for Charter Schools has increased. Nora suggested that Lili work with Doug Elliott. We could apply in January 2011. Lili agreed that she would contact Doug.

Lili reported that we have $600,000 equity currently. John asked about Melton and if they are motivated to buy Boulder Prep. Lili reported that they are growing and they may be interested. Lili has been surveying the neighborhood as well for other prospective properties.

Lili added to her report information on the Woolman Center which invited our students to participate in outdoor programs. Their $30,000 program has been offered to our students for $1,500. One of our students that travels from Arvada and is saving her Taco Bell pay checks to attend if accepted.

Lili asked for Board Members to sponsor this student. Nora asked if the program is a 501-C3. Lili advised that contributions could be given to the school or directly to the Woolman Center.

Josephine asked board members to think about contributing $200 each if the student comes up with $100. John asked Lili to send the board an email if she is accepted. Lili agreed to send an update to the board as to the status of the application the student submitted.

**5. Finance Committee Update:**

Donelda discussed the need for a staff list and the amounts of the stipends that have been approved by the board by December 10th for payroll purposes.

Donelda reports that our budget is 1% under spent with the current count.

Greg reminded the board that the board agreed to maintain a $30,000 reserve from the district funds.

John asked if it makes since to begin a building acquisition fund going forward. Donelda will take that to the Finance Committee for consideration.

Kimberly asked for the Finance Committee to review the possibility of the faculty stipends being reviewed/approved in time for allocation prior to Christmas next year.

**6. Standing Committee Development:**

Each board member agreed to participate on the following Standing Committees:

**Facilities- Frank & John**

**Finance- Donelda & Pam**

**Fundraising- Josephina & Kimberly**

**Nominating- Pam & Frank**

**Technology- Ida & TBD**

Frank offered a historical perspective of the school raising funds initially for essential purposes. Frank asked why are we fundraising now with our increased and strong budget and the increased per pupil funding.

Nora concurs that it is easier to raise money for a purpose rather than a black hole.

Lili offered that there is a list of immediate needs and faculty salary needs may warrant the need for fundraising. In addition, all but two facility members have master’s degrees and we will need to be able to increase salaries in the future. In the past a menu of options such as purchasing books, after school activities etc. was established and would be nice to have again.

Gabe stated that it really just takes one year to be below count to wipe out the budget.

**7. Review of Calendar Events/Board Member Commitments:**

Pam reported that there is no one signed up for the Pasta Potluck on February 17th at 5:30 Frank agreed to attend and bring sauce. All board members will be attending the Graduation on May 20th 11:00 a.m. Pam will be distributing an email with all of the events and commitments.

**8. Officer Elections:**

Josephina nominated herself for chair in the spirit of choice and in the spirit of change. Donelda seconded.

Frank nominated Kimberly for Chair. John seconded.

Pam, Josephina, Ida and Donelda vote in favor of Josephina.

Josephina is appointed Chair.

Pam nominated Ida for Vice-Chair, Josephina seconded. Pam, Donelda, Frank and Josephina, voted in favor of Ida.

Ida is appointed Vice-Chair.

Frank nominated Pam for Treasurer. Josephina seconded, discussion ensued regarding note and minute taking and expending funds for someone to draft notes and minutes.

John motioned that the board authorize Pam to seek out someone to take minutes for board requested meetings not to exceed $20.00 per hour. Ida seconded. Pam, Josephina, John, Ida and Donelda vote in favor. Frank and Kimberly are not in favor of this motion.
The vote passes five to seven.

Discussion ensued. Pam asked for other volunteers to be secretary. No other volunteers came forward. A vote was held to support the nomination of Pam for Secretary. All board members were in favor. None opposed.

Pam nominated Donelda for Treasurer. John seconded. All board members are in favor.

**Open meeting adjourned at 7:34 p.m.**

**9. Executive Session CRS 24-6-402**

**Executive Session adjourned at 8:24 p.m. with one vote able item.**

Re-opened the meeting at 8:25 p.m.

The Executive Session topic for approval of additional expenditure discussed in Executive Session. Ida moved to approve, John seconded.

Roll Call Vote- Ida, Kimberly, Donedla, Frank, John and Josephina vote in favor. Pam is opposed. The motion passes six to one.

Next meeting January 19th at 2011: No suggested agenda items.

Meeting adjourned at 8:27 p.m.