**Board of Trustees Meeting**

**Boulder Preparatory Charter High School**

Wednesday, October 23, 2013

6:00 pm to 8:30 pm

1. **Call Meeting to Order, Roll Call and Boulder Prep Mission**
   1. Peter called the meeting to order at 6:03 pm
   2. Roll Call
      1. Board Members Present: Donelda Mason, Manijeh Taherynia and Peter Vigil
      2. Board Members Absent: Amber Garcia
      3. Others Present: Andre Adeli, Lili Adeli, Leah Arvanitis, Tito Batista, Tyler Bolen, Greg Carpenter, Gabe Dillon, Sadie Galvan, Gabe Garcia, Corwin Hamilton, Ezra Huscher, Regina Keeley, Lantis Mitchell, Ethan Opsvik, Malcolm Penny-Kosser
   3. The Mission of Boulder Preparatory High School was read. Lili shared an anecdote on the science of the senses class that is currently being offered. The course instructors took a group of students to the museum of nature and science, where students utilized their knowledge from class to partake in the biological health exhibition. Another recent and exciting event took place in class where students were able to dive into the hands on education experience and cut into a cow tongue to look at various images of it under the microscope. Lili concluded with expressing how the entire staff has done a nice job at making the courses interesting and interactive during this block.
2. **Board Procedures**

The Board follows Robert’s Rules, however there is a slight difference in tonight’s meeting due to the amount of public presence. The public procedures for those who have signed up to speak at tonight’s meetings were reviewed, and it was noted that speakers are limited to two minutes. Peter also stated that if someone wants to give up their two minutes, they could permit someone else to speak for four minutes.

1. **Chair’s Report**

Peter announced that tonight’s meeting is not the time for a quarterly report from the chair or from the headmaster. Peter also shared that after The Board hears from the public, they will take a short executive session to discuss about the public speeches as well as prepare for the remainder of the meeting.

1. **Headmaster’s Report**

N/A

1. **Public Hearing and Public Participation**

ShAnnon Rheubottom: ShAnnon is a current teacher at Boulder Prep, and expressed that in the pursuit for the headmaster, Lili would be the best candidate. ShAnnon said that Lili offers unparalleled expertise and experience at Boulder Prep. She conveyed that Lili has positive interactions with students and has the best interest for the school at heart. ShAnnon concluded by expressing the importance of Lili’s knowledge of the students and would be an invaluable asset to our school if deemed headmaster.

Leah Arvanitis: Leah is a current teacher at Boulder Prep, and shared a letter that was written by student who was not able to be present. This letter expressed that the student understands that we cannot hire an external headmaster and hopes for the next headmaster to meet high expectations. He also said that it would be very important to him for the next headmaster appointed to be firm and keep the students in line. This student also expressed that he would like to see the school grow as a community with education as the main focus in that growth. This letter was from Dakotah Cooper.

Greg Carpenter: Greg is a current student at Boulder Prep and shared his opinion on how important the entire staff at Boulder Prep is, along with how the overall support the staff provides is truly invaluable. Greg personally accounted for his progress from the time he arrived at the school 1.5 years ago, and said he does now know where he would be if it weren’t for the staff. Greg voiced his opinion that the staff has positively impacted him, but also articulated that the next headmaster needs to live up to what Andre exemplified during his time as headmaster.

Malcolm Penny-Kosser: Malcolm is a current student at Boulder Prep, and expressed that he is experiencing difficulty without having a headmaster. He feels that there is no specific person for a student to go to if they are experiencing a problem with a staff member, and it is hard as student when there is no real person to set the rule. Malcolm also conveyed that no specific set of strict rules is enforced, which may give a false perception to others about the school. Malcolm concluded by stating that it is imperative to have a headmaster to talk to about personal problems who also has the authority to provide concise information about personal exceptions to academia.

Andre Adeli: Andre opened his speech by thanking the folks gathered at the meeting, and attributed the strong public presence as a sign of growth and commitment to the Boulder Prep community. Andre then stated that a lot of his best judgments during the developments of Boulder Prep had to do with Lili’s opinion and insight, which must be credited for many of the advances that have occurred in the school. He also expressed that while most folks do not take work home, much of his work has taken place there with Lili by his side. Andre said that if his judgment during the time he served as headmaster was being trusted, Lili’s judgment was being trusted. Andre then accounted for the fact that when the school started, they had to fight for everything in the district and Boulder Prep was initially thought of as not being entitled to anything. That has now come to a point where negotiation can take place, and Lili has been and would continue to be effective at being able to do so. Andre also expressed that when looking at the alumni and the student body, a strong, female, bilingual headmaster would contribute immense strength, which are all qualities that Lili possesses. Andre concluded his speech by expressing that appointing Lili as headmaster would be best for our community; that we do not need an authority figure, however, we must find authority in ourselves. Overall, Andre gave a professional account for Lili’s potential to help the Boulder Prep community come together and make the school stronger if appointed headmaster.

Sandy Chervenak: Sandy is a current teacher at Boulder prep in addition to being an alumnus. She expressed that being both a teacher and a previous student at the school makes her feel strongly that the headmaster should come internally. Sandy expressed that what we do here is so unique, and hiring an external headmaster with a qualified degree does not necessarily indicate that the individual would know how to best serve Boulder Prep.

Lauren Burdekin: Lauren is a previous student and said that from her experience at the school, she thinks Lili would be a phenomenal candidate for the position of headmaster. Lauren expressed that Lili would be a great candidate for many reasons, but a primary one was that Lili was the person who inspired her to accomplish her goal of getting a business degree, which she has now achieved. Lauren expressed that Lili has been here for many years, knows the students, knows the system, and knows the mission- all of which are imperative to a successful headmaster. Lauren concluded with voicing that Lili has the mission of Boulder Prep at heart and demonstrates this every day.

Lantis Mitchell: Lantis is a current student at Boulder Prep and she articulated that Lili would be great candidate for headmaster. Lantis said that if Lili were to assume the position, it would feel completely natural to her as a student. She has seen how Lili has contributed to the progression of this school and is familiar with working with the issues that arise during any given school day. Lantis concluded with the thought that Lili would maintain a dynamic in the school that students feel comfortable with.

* At 6:29pm, the Board entered into an executive session to process the recent information delivered from the speeches and discuss a personnel matter.
* The Board resumed their executive session at 6:47pm.

1. **Board Communication**
   1. N/A
2. **Information**
   1. Finance Committee Report
      1. Lili stated that the school is currently 4% overspent on the budget, however 2% is due to the prepayment on the condos and online payments. Lili also said that the remaining percent will be made up with time when we see the results from the reduction in payments for employees salary’s, from Ivan’s resignation and Andres decrease in salary. Lili concluded by stating that a revised budget in January will align more accurately.

Lili presented the FY14 BPHS-BVSD Budget Report as of September 30, 2013.­­ Expenditures from July 1, 2012 through August 31, 2013 were $305,238.

Based on the original approval in May, we were 1% overspent. However, the overall percent spent may be slightly skewed due to the condo payment that was made for the entire year.

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Lili presented the FY14 BPHS 21st Century Grant Report as of October 20, 2013.

This grant was underspent, and although stipends have not been paid out yet, we are still waiting on approval from CDE on budget modifications, which would reduce the amount of expenses to our general fund. The exact amount of carryover for this grant is still being figured out.

The reason this grant was underspent is because stipends have not yet been paid out in addition to working on budget modifications, which are being performed on a new system. The district did ask if we could send the modifications to CDE. Rachel was recently at a meeting for the grant and made sure the modifications were known of. The activity for this grant is extremely high and has been outstanding. An annual tradition is coming up, which is the ski trip at the end of this block. The ski trip is fairly expensive, but is well worth the price and is a great incentive for students to finish strong and be rewarded with some outdoor fun!

Lili presented the FY14 BPHS 501(c)3 as of September 30, 2013.

There is currently no activity on this budget.

The mid year revision was reported, and the count resulted with 109 students. We did post that we owe the school district 13k from last year’s reconciliations. We did recently get three students, however the shortfall for this year is about 18k, meaning that the gap is closing up. We will continue to operate lean, which will certainly help the overall expenses. The school is still waiting on to see if we can set aside 30k for the kitchen renovation. We did recently send a request for funds to the school district asking for 60k for the renovation as a loan until the bond passes next year or as something we can pay off over some period of time, which would enable us to put 30k towards others things in the school. The district is positively considering this proposal; especially with coming in low on count they understand the need to keep money for operating expenses. We also recently met with the project manager of the construction office and we finalized the health application, which will be sent to the public health department by the end of Friday (October 25, 2013). Their approval should be granted and we will then be set to go on construction after we obtain a contractor and the money is in place. Aside from this, there are no changes to the mid-year revisions.

* 1. Business Manager’s Report

Lili stated that she has emailed a detailed business managers report, and said that there was no necessary additional discussion on the report.

1. **Study Items**
   1. Develop the description of the headmaster
      1. Peter announced that in his opinion, developing the description of the headmaster is a large and important task to be completed today, and The Board was in agreement. Peter suggested that it would be in the best interest if The Board were to partake in a retreat to draft the description. A tentative date was stated, which was Saturday, December 7, 2013, but cannot be confirmed until communicated with the absent board members. The goal for this retreat is to come out with a polished job description. He stated that the Board must check with the district for procedures, and then interviews will take place shortly after that. Peter concluded by communicating that it is very realistic that a headmaster could be in place at the start of block 3, but also said that the Board will hold off on this study item until the retreat takes place.
2. **Action Items**
   1. Approval of minutes 10/23/2013, Regular Meeting

Donelda moved to approve the Board minutes for 10/23/2013. Manijeh seconded. No discussion. All approved and the motion was unanimously approved.

1. **Adjournment**

Peter adjourned the meeting at 6:56 pm.