**Board of Trustees Meeting**

**Boulder Preparatory Charter High School**

Wednesday, July 30, 2014

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 6:02 pm.
   2. Roll Call
      1. Board Members Present: Lili Adeli, Donelda Mason, and Peter Vigil
      2. Board Members Absent: Amber Garcia, Manijeh Taherynia
      3. Others Present: Andre Adeli, Toni Diaz, Paula Swanson
   3. The Mission of Boulder Preparatory High School was read. Lili shared a video from the 12 Angry Men performance presented by the theater class. She indicated that the turnout was better than expected with nearly 50 people. Donations at the event tallied close to $120. This was a great experience where students really found their voice and stepped out of their comfort zone. We hope to continue the performing arts program in future blocks.
2. **Board Procedures**

The Board follows Robert’s Rules.

1. **Chair’s Report**

Nothing additional to report.

1. **Headmaster’s Report**

The formalized report was shared.

1. **Public Hearing and Public Participation**
2. No hearing or participation from the public was shared.
3. **Board Communication**
4. **Information**
   1. Finance Committee Report

Lili updated that the fiscal year still has not closed, so we do not have updated figures to report. We discussed updating the internal controls document in the finance meeting and agreed to get a revised option to the Board next month for review. We were very pleased at the positive response to our request for funds for the solar project. The parents really came through and it was a good lesson about making a direct ask for specific project. The computers in the lab have become too old to function adequately. Attached is a proposal that was discussed in the finance meeting to get new computers. The cost would be less than $2500 since we are getting refurbished computers. The committee agreed that even though this is not a budgeted item, we do not need to formally approve the purchase since the funds are coming from savings in other areas.

* 1. Update on Kitchen and Solar Projects

The kitchen construction has been very slow with contractors showing up one or two days a week. The completion date is likely to be the first or second week of school, so we will have to come up with some back-up plans for lunch. Unfortunately, the district used their standard contract which does not include a penalty clause for delayed projects.

We were granted an extension through the end of September to complete the solar project. We signed the revised agreement with Custom Solar for the additional 2kW for a total project size of 22kW. The kitchen contractors have not yet completed the roof work for the hood, so the solar contractor cannot move forward with their installation. They will likely begin installation the last week of break or the first week of school.

1. **Study Items**
   1. Board member recruitment
      * 1. Peter will follow up with his co-worker once the new school year starts to confirm her interest in joining the Board. He will forward her resume for the Board to review.
        2. Lili met with Gabe this week and he indicated that he is still interested in joining the Board. We will remind Amber to reach out to him.

c) Fundraising update

1. Paula Swanson joined us for the meeting tonight to consult regarding the fun run. Toni explained the history of our planning for the fun run. We initially started with a plan to do a Colors of Peace Run where participants would have white t-shirts and spray/squirt each other with colored water to “dye” their shirts. After reviewing planning logistics, we decided not to do the event in the city but to do it at the Twin Lakes since it is close to the school. We have run into resistance from the County about using any kind of water squirting.

Donelda, knowing the County, suggests focusing our energy on the event rather than fighting the County on the theme. Some of the PR strategies for the events would be to post on the Daily Camera Site, invite probation and Court folks and post flyers at the local athletic clubs. We would also have the kids do Free Hugs on the mall and give out flyers for the events. One of the ideas is to offer participants a hand created tie-dye shirt as the commemorative piece. Maybe since it is an inaugural run we add something special for the participants. Paula suggested signs along the way about peace and information about where the money is going. Paula will coordinate with Toni to walk the route and discuss additional logistical details.

1. **Action Items**
   1. Peter motions to approve the minutes from June, 30,2014. Donelda seconds. Peter, Donelda and Lili vote to approve the minutes.
2. **Adjournment**

Peter adjourned the meeting at 7:40 pm.

Computer Lab Refresh Proposal

**Current Status:**

The computers in the Lab were refurbished computers that we bought through Community Computer Connections in October 2009. They have lasted nearly 5 years with routine maintenance and system reformatting. They had Windows XP as the operating system which is no longer supported or compatible with most other programs. Since XP was decommissioned, we installed Linux on all the computers, but cannot run most windows based programs including Office. Students are using Libre for word processing which has created conversion issues when they email documents. Classes that need the computers lose nearly 50% of class time due to frozen or malfunctioning computers.

**Proposal:**

We are proposing to order 16 computers, again through the Community Computer Connection program. These are refurbished units that cost approx. $145 each. The total cost would be about $2300. The machines we are selecting are HP Compaq Workstations running Windows 7. They have 2.65 GHz processors and 8GB Ram. They could be ready within 10 days to get us going for the new block.

**Funding:**

Since this would be a new expenditure we would either need to pull money from surplus or use savings from another category. We have not hired for the two open teaching positions that were budgeted, and we do not plan to hire for them until Block 2 at the earliest. These vacancy savings amount to at least $23,000 including benefits. Some of this money will be used to hire extra adjunct for Block 1, but $2300 could easily be used to pay for the new computers.