**Board of Trustees Meeting**

**Boulder Preparatory Charter High School**

March 25, 2015

6:30 pm to 8:17 pm

1. **Call Meeting to Order, Roll Call and Boulder Prep Mission**
   1. Donelda called the meeting to order at 6:30 pm.
   2. Roll Call
      1. Board Members Present: Lili Adeli, Donelda Mason, Gabe Dillon, Amber Garcia
      2. Board Members Absent: Manijeh Taherynia, Vicki Nilles,
      3. Others Present: None
   3. Anecdote – Lili shared that the students did a performance on the last day of school for Block 3. They played piano, sang, and did acting skits. The benefactor for the performing arts program came that day and saw the performances. She stayed for put-ups which is our culminating activity each Friday. She was so impressed with what she saw that she re-affirmed her commitment to funding the program for the rest of the year and wants to talk more about next year.
2. **Board Procedures**

The Board follows Robert’s Rules.

1. **Chair’s Report**

None

1. **Headmaster’s Report**
   1. Lili shared about a new partnership with Mental Health Partners. They have a grant to bring substance abuse prevention programs to the schools. The program they are putting in place will provide a full-time counselor at Boulder Prep starting in the summer. For this block, we’ll have someone two days a week offering a health class and running some groups. We are very excited about having a full-time mental health specialist at Boulder Prep. Lili also mentioned that Jeff is partnering with the School to Work Alliance coordinator from the district and connecting with Workforce on opportunities for our students. Also, we connected with folks from Realities for Children about hosting a career fair at Boulder Prep. Overall, we are very excited about the partnerships that we are developing.

Gabe asked about the response to the Alcohol Guest Speaker, Ray Lozano. Lili indicated that the students were more responsive to the alcohol talk this year as compared to the marijuana talk from last year. They tend to be more defensive about marijuana, and know the dangers of alcohol.

1. **Public Hearing and Public Participation**
2. No hearing or participation from the public was shared.
3. **Board Communication**
   1. None

1. **Information**
   1. Finance Committee Report – Due to various payroll issues, the total expenditures are off by a few percent. Lili and Toni reviewed the budget and still feel confident that we should come in close to the budget. Lili reviewed the overall budget structure to orient Gabe. The budget summary outlines any items of note. Lili reminds the group that the 21st Century grant allows for a 15% carryover which would be nice going into next year, since year four has a 25% reduction. A carryover would soften that reduction for next year. We do need to keep in the back of our minds that this grant will end in two years, so we need to be thinking about sustainability. A few of the figures on the final balances for the 501c3 are incorrect, so Lili will work with Toni to get those updated.

In the finance packet, there was a proposal for the FY16 budget and some potential salary adjustments for next year. The first option is based on the District Scale which we know would never be feasible. The second option is a 3% raise for all staff and the third option is a 5% raise. The difference between the 3% and 5% options is about $10K. We can also consider giving a 3% raise and offering $1000 per staff as additional professional development stipends. For the staff, it may be nice to get that lump sum stipend of $1000 rather than $100-$150 extra spread out per month. The comparison to the school district is startling with some staff getting paid over 30% less than the school district. As a reminder, we did not do any salary increases last year. Lili reviewed the line items for the FY16 budget and noted the items that were adjusted from the current year. The proposed budget does not account for our bond allocation. Lili has e-mailed the district about our allocation but she hasn’t heard back. A particular note on the FY16 budget is that we’d like to opt for the full IT package with the district as part of our central services buyback. The difference is about $10K which would come back to us partly as equipment and partly in technical support. Having designated IT support from the district would lift the burden that our staff has had to take on over the years. We don’t need to approve the FY 16 budget until June, but we are looking for a salary appropriation at the next meeting so we can go ahead and offer contracts. Based on the proposed FY16 budget, a 3% or 5% raise is doable and still puts some money back into surplus. Lili also asked about some additional money to make adjustments to a couple other staff beyond the 3% or 5% to help get people at a more fair salary rate.

* 1. Internal Controls Document - Donelda provided some feedback that the new internal controls policy looked fine and we should be okay to send it out to have everyone review it.

1. **Study Items**
   1. Fundraiser update - Lili reviewed a logistics outline for the event. Andre wrote up a breakdown for each station matching them with specific programs. We would have Red, Yellow, Green programs based on funding need. The Green programs are fully funded, yellows are partially funded and red programs are more pressing. Lili will forward the outline to the Board members for review. We have a long list of things to do, but most pressing still is getting donations and people signed up. So far, we have no one registered. One thought is that if it’s easier to get gift cards, we can get a gift card from a restaurant and then use that to order the appetizers for the event. Another example could be to get a gift cards from a grocery store which can then be used to buy items that can be used in the auction.
2. **Action Items**
   1. Approval of Minutes – postponed until next month for a quorum.
3. **Adjournment**

Donelda adjourned the meeting at 8:37 pm.