**Board of Trustees Meeting**

**Boulder Preparatory Charter High School**

April 15, 2015

6:10 pm to 7:37 pm

1. **Call Meeting to Order, Roll Call and Boulder Prep Mission**
   1. Peter called the meeting to order at 6:10 pm.
   2. Roll Call
      1. Board Members Present: Lili Adeli, Donelda Mason, Gabe Dillon, Amber Garcia, Alex Dennis
      2. Board Members Absent: Manijeh Taherynia
      3. Others Present: None
   3. Anecdote – Lili shared about the girls group that meets on Wednesday nights. As part of the Counselor Corp grant, we’ve been able to pay for a facilitator to meet for 8 weeks with students. A groups of 4-6 students have been attending and some of them are students who we did not expect would take advantage of this opportunity. They report favorable about the time spent .
2. **Board Procedures**

The Board follows Robert’s Rules.

1. **Chair’s Report**

None

1. **Headmaster’s Report**
   1. Lili reported about Graduation coming up on May 22nd. We’re expecting between 16 and 18 graduates. The seniors are taking their last round of ACT this Saturday, and Juniors will take the ACT in a couple weeks on campus.
2. **Public Hearing and Public Participation**
3. No hearing or participation from the public was shared.
4. **Board Communication**
   1. None

1. **Information**
   1. Finance Committee Report – Lili and Toni presented the major items of note in the finance report. We still feel pretty confident about closing the year about $5K within budget up or down. The goal is to try and save a bit extra every year to build our surplus back up. Some new items of note are that the toilet broke, so we’ll need to replace that for about $700, and the freezer died, so we’ll need to replace that with an expected cost of about $2500. We can go ahead and make a motion at the end of the meeting to appropriate funds for freezer replacement.

The main financial issue for tonight is to review the updates to the next year’s budget and approve a salary appropriation. The district notified us that we’ll have $300 extra from the state per pupil and $100 extra per student for capital construction. Much of this increase gets eaten up by increases in benefits costs. We’ve updated the condo dues expense line to better reflect what is needed to pay the bills and put some money into the reserves. Also, we’ve opted for a full IT contract with district which is about an extra $10K. This increase is really worth it to have dedicated IT support and about half that amount should come back in equipment upgrades. This is why there is nothing allocated in the equipment line item on the budget. These adjustments still leave us with about $66K in surplus to save and/or use as needed.

Lili presented four salary options. The first option is based on the BVSD scale which we know is not realistic. The second option is 3% raise for all staff, the third option is 5% raises for all staff, and the forth option is targeted adjustment to put staff at reasonable salaries. The bottom line salary variations between 3% raise and Lili’s proposed option is about $16K which we can pull out of the surplus still leaving $50K. In the finance committee meeting, we discussed option 3 and giving staff an extra $1000 for professional development and trying to decide if that is more appealing versus just getting a base boost. The Board members are leaning toward giving them a base adjustment as best as possible as per option 4. Some of the main adjustments would be to the Dean of Students and our new Language Arts instructor to get them into more comparable rates. In the past, we have lost some staff due to pay, but generally people work at Boulder Prep because they love it and not so much about the money. Gabe asks about the percentage raise for the staff getting major adjustments. Lili calculates that they would be getting close to 8-10% raises. Donelda notes that in option 4, Lili is not slated for a raise. Lili indicates that she is willing to forgo a raise in order to make sure the other staff get their adjustments. Donelda indicates that she feels strongly about giving Lili a raise as well. Peter agrees. Lili steps out of the room to allow the Board to discuss her adjustment.

The Board reached an agreement about a final appropriation amount of $541K. This includes a 3% increase for Lili. This appropriation does not include the amount for the adjuncts or the janitor. Those items are noted separately on the budget. We’ll vote on this at the end of the meeting in Action Items.

1. **Study Items**
   1. Fundraiser update – Lili updates that on her end there haven’t been any new developments. Amber was able secure a $150 gift certificate for acupuncture. We are still waiting on a couple places about donations. We haven’t been able to get any other food donations. Lili indicates that we are prepared to go ahead and cook appetizers for seven stations. The group discusses making a final decision on glasses. Lili’s inclined to go with the 2oz plastic wine glasses on Amazon. It should cost no more than $40. The group agrees. In the event outline, we’ve got two people assigned to each station, so no single person will feel trapped at a station and they can support each other with refills on food, cups or other needs. Lili indicates that we’re planning to have folks at Boulder Prep on Saturday by 10am to start food preparation. Peter will get bags and come up on the Friday before to assemble. Lili indicates that we have a lot of good auction items. Donelda re-assures the group that in her experience if we break even for the first event, that is a good. We’ll continue to recruit guests for the event and finalize details in the next week. Alex will work on the design for the station cards and program. She will send it off before she leaves town, and Lili can finalize. Amber is set to manage the auction. We’ve ordered Paypal Swipe devices so we can take credit cards at the event.
2. **Action Items**
   1. Peter motions up to $2500 from the surplus account to replace our freezer. Amber seconds. All are in favor.
   2. Peter motions to approve minutes from the March 2nd meeting. Donelda seconds. All are in favor. Amber abstains.
   3. Peter motions to approved minutes from the March 25th meeting. Gabe seconds. Donelda, Lili and Gabe vote in favor. Peter, Amber and Vicki abstain.
   4. Donelda motions to approve a salary and benefits appropriation of $541,000 for the FY16 school year. Amber seconds. Peter adds a point of clarity that the appropriation is based on Option 4 presented. All are in favor.
3. **Adjournment**

Peter adjourned the meeting at 7:37 pm.