**Board of Trustees Meeting**

**Boulder Preparatory Charter High School**

Tuesday, September 16, 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 6:22 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
   3. The Mission of Boulder Preparatory High School was read. Lili shared a video from the day of caring activities.
2. **Board Procedures**

The Board follows Robert’s Rules.

1. **Chair’s Report**

Nothing additional to report.

1. **Headmaster’s Report**

The new school year is moving along with some new students coming, but others falling off. Lili has called and e-mailed the school district about referrals, but very few students are getting sent our way. Numbers at all the alternative schools are down, but it’s hard to believe that there aren’t any students to send our way. Despite count uncertainty, the staff continue to work hard making the classes as fun and interesting as they can. They have agreed to two extended staff meetings this block to provide extra collaboration time. For the first extended meeting, the staff will work in their respective committees (Building/Technology & PR/Life Skills) to get some of their projects done. They next extended day will be for professional development on physical first aid and mental health first aid.

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

Donelda is out for the next Board meeting

1. **Information**
   1. Finance Committee Report

We closed FY14 with expenditures totaling $1,052,014 which is underspent by 2%. There was some discrepancy between our budgeted count and our actual which will result in the District transferring an additional $20K to us in FY15 after they complete the reconciliation. The carryover will be about $45K.

The 21st century grant closed out within the carryover limit and the counselor grant was fully spent. We received a few donations at the end of the school year that were deposited into the 501c3.

Our projected count for FY15 is about 90 students. We have already begun identifying areas we can save money to make-up for the shortfall. We have not hired for the English teacher position, so that is an immediate savings. Based on initial projections, we will be able to make enough line-item cutbacks to balance the budget on 90 students.

We are still having a hard time finding a counselor for the Counselor Corp grant. The district is helping us solicit from their pool, so hopefully we will find someone by the next block.

c) Internal Controls Document – Will be postponed to next month.

1. **Study Items**
   1. Board member recruitment
      * 1. We have a meeting scheduled with Dr. Nilles next week.
        2. We plan to submit an application to participate in the Board Fellows program at CU, so we might get one or two non-voting members that way.
        3. We will see Gabe at the Fun Run on Sunday, so we can ask about joining the Board at that time.

c) Fundraiser update

As of this evening, Peter and his guests are the only registrants. This is disappointing, but we need to move forward with the vent and learn from it. Hopefully, additional people will show up.

Lili indicated that we should go ahead and plan on a spring fundraiser – maybe revisiting the wine taster since that had shown a lot of interest through the daily camera events page. We will get through the Peace Run on Sunday and then start our planning for the spring. As we have learned the more time we can plan, the better, so we might as well start now. We can put this on the agenda for the next meeting. Andre is planning to meet with Paula to talk about some other ideas to raise funds.

1. **Action Items**
   1. Donelda motions to approve the minutes from 8-24-14. Peter Seconds. No discussion. All approve the minutes.
2. **Adjournment**

Peter adjourned the meeting at 6:52 pm.