**Board of Trustees Meeting**

**Boulder Preparatory Charter High School**

September 23, 2015

6:14 pm – 7:00 pm

**1. Call Meeting to Order, Roll Call and Boulder Prep Mission**

a. Peter called the meeting to order at 6:14 pm

b. Roll Call

i. Board Members Present: Lili Adeli, Donelda Mason, Peter Vigil, Manijeh Taherynia

ii. Board Members Absent: Amber Garcia, Alex Dennis, Gabe Dillon

iii. Others Present: Lauren Burdekin

c. Anecdote – Lili shared generally about the positive feeling in the community and how that has led to word of mouth and a significant increase in count. We’ve had a lot of siblings enroll where one came first and had a good experience, so they referred their brother/sister to also attend. Count will be close to 115 students. This has posed a good challenge of having to get creative with offsite classes to accommodate all the students. Next block, we have a class offsite every period. Lili read an email from an alumni from 2003 who indicated that Boulder Prep has saved his life in ways that we will ever really know or understand. Also, on a positive note, we had 10-12 alumni at the peace run last weekend.

**2. Board Procedures**

 The Board follows Robert’s Rules.

**3. Chair’s Report**

 None

**4. Headmaster’s Report**

1. The SPED department has requested an urgent compliance meeting for tomorrow. We feel strongly that we are meeting the students need, but the district is really coming down on us about technical compliance details. Lili has received some indication from district staff that other schools are also receiving a lot of pressure. Our meeting is tomorrow at 10:30, so it would be great if a Board member could attend or be on the phone to show support. Peter indicated that he could be available. Last year, the district expressed concerns with a written contract breach letter that they subsequently withdrew. We have been working very hard to work on compliance and continue to do our best to get every detail taken care of in a timely manner. We’re almost there, so hopefully the meeting won’t be too big of an issue. With the history on this topic, we just can’t be too sure.
2. The district has sent a meeting request for a pre-contract negotiation Planning Meeting. Peter and Donelda have indicated that they can be available. It’s not really clear why we are having a pre-meeting, but Lili will try to find out so we can be prepared ahead of time.

**5. Public Hearing and Public Participation**

Lauren is here as a potential board member. She is a Boulder Prep alum from the class of 2005. She currently works as the Business Manager at Sunrise Nursing Home and is a graduate from the Leeds School of Business at CU Boulder. She will send her resume, so the Board can vote at the next meeting.

**6. Board Communication**

* No Communication

**7. Information**

1. Finance Committee Report – Lili reviews that so far, we are on track with spending. There are a couple of items that we are overspent on. A couple of them are things that we pre-pay on for the whole year. The other item is the utilities line item and that is due to the contract with Custom Solar and the hot summer months. Lili also updates that we had signed up for the full IT package with the district, but they have indicated we can’t have those services until we upgrade our equipment. Their estimate is that it will cost about $50K. So, until then, we’re on the same basic IT services that we’ve had in the past. Once we go through our negotiations on the Bond, we can consider the IT upgrade as part of those funds. Lili will be looking at the government e-rate program as well to get IT equipment and services. The grant budgets are on track so far. This year was a 25% decrease for the 21st Century Budget and the Counselor Corp award ended up being exactly the same as last year. We spent about $6000 in scholarships, so that is really exciting. In the next month, we’ll have close to $5000 transferred from the Paypal account for the fun run and also we never transferred the money from the wine taster. The investment account is on standby for now. The Financial Literacy class has been preparing some recommendations and Andre, Peter and Neil met to discuss options. We’ll put it on the agenda next month as a study item.

**8. Study Items**

1. Fun Run Update – We ended up with 35 registrations and 25 actual runners. So, the turnout and funds raised were a huge improvement as compared to last year. We raised $1620 from registration fees and an addition $1005 from sponsorships/donations. Our expenses were fairly low at $165 not including the t-shirts which were sponsored by a board member. So, we netted $2420 which will be great for a scholarship. The in-kind donations for the goodie bags were great with each bag being worth about $60 in good/coupons. The estimate was that we spent about half the time planning for this year’s event as compared to the first year. Gabe and Andre put in about 30-40 hours each. The important part was that the staff really didn’t put in much time. Peter talks about following up with Gabe to get whatever planning documents to use again for next year. It should continue to get easier each year.
2. Sponsorship Updates - Andre was able to make great progress with sponsorships in the local community. The Board should continue reaching category and start thinking about wine taster
3. Wine Taster – The last we talked, Lili was going to check with the staff about a date for the Wine Taster. After discussing with the staff, they agreed that there really isn’t a better time, so we’ll just go ahead with the same weekend. This would put the event on Saturday, April 30th. We’ll get in touch with the Callahan House to reserve the date. Moving forward, the Wine Taster should be on the agenda every month as study/communication item. Donelda indicates that it will be really important to get the appetizers donated for next year as that was one of the biggest challenges last year. What we learned from Andre from the fun run is that persistence is key. People are busy, so if they don’t respond, we need to just stay on them until they give us a definitive no. Peter talked about having some type of Board business card to use as they go out to solicit donations. Lili indicates that one strategy is to have marketing material in your bag/car at all times because you never know when you’ll come across a manager or community board that fits our work. We should also start working on gathering auction or goodie bag items.

**9. Action Items**

1. Donelda moves to approve 8/26/2015 minutes. Peter seconds. All in favor of those eligible. Motion passed.

**10. Adjournment**

Peter adjourned the meeting at 7:00pm