

ADDENDUM TO CHARTER SCHOOL CONTRACT

THIS ADDENDUM TO CHARTER SCHOOL CONTRACT ("Addendum"), effective as of the ____ day of April, 2017, is made and entered by and between the BOULDER VALLEY SCHOOL DISTRICT RE-2 ("School District") and BOULDER PREPARATORY HIGH SCHOOL, a Colorado non-profit corporation ("Charter School"), by its Board of Directors.

RECITALS

WHEREAS, on September 27, 2016, the parties entered into a Charter School Contract ("Contract") that expires by its terms on June 30, 2021; and

WHEREAS, the Colorado Department of Education (CDE) is required to act to approve all non-automatic waivers of state law agreed to between school district authorizers and charter schools; and

WHEREAS, CDE staff has recommended minor changes to Exhibit G of the Contract to which the parties accept;

NOW, THEREFORE, in consideration of the foregoing Recitals, incorporated herein, and their mutual promises, the parties agree as follows:

- A. Exhibit G of the Contract is substituted with the attached revised Exhibit G.
- B. **Ratification.** In all other respects, the Contract will remain unchanged and is hereby ratified and confirmed.

IN WITNESS WHEREOF, the parties have executed this Contract as of the date first above written.

BOULDER PREPARATORY HIGH SCHOOL
A Colorado non-profit corporation

By: _____

Name: Peter Vigil
Chair, Board of Directors

ATTEST:

5/25/17

Date

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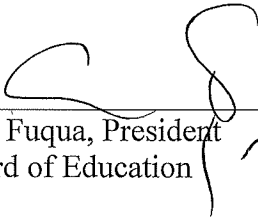
BOULDER PREPARATORY HIGH SCHOOL
A Colorado non-profit corporation

By: _____
Name: _____
Chair, Board of Directors

ATTEST:

Date

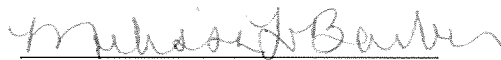
BOULDER VALLEY SCHOOL DISTRICT RE-2

By: 
Sam Fuqua, President
Board of Education

ATTEST: 
Laura Shafer, Secretary


Date

APPROVED AS TO FORM:


School District Attorney

**Boulder Preparatory High School
Waivers of Colorado State Statutes
Rev. January 2017**

AUTOMATIC WAIVER REQUESTS:

***22-32-109(1)(b) Local Board Duties to Adopt Policies and Prescribe Rules and Regulations including competitive bidding**

Rationale: As an independent charter school, it is important for the charter school Board and administrators to have the authority to adopt policies and regulations that best fit the mission of the school including expenditure and procurement policies. Boulder Prep's adopted spending and procurement policy is attached.

Plan: The Boulder Prep Board and administrators follow the process outlined in the "Trustee Handbook" for adopting policies. Powers to adopt policies shall be determined based on the following chart from the "Trustee Handbook" published by the National Association of Independent Schools.

POLICIES	TIME AND ATTENTION GRAPH
Strategies <ul style="list-style-type: none"> - mission - survival - leadership - major 	
Partnership <ul style="list-style-type: none"> - authorizations - finance policies - enrollment - employment - employment terms 	
Operational <ul style="list-style-type: none"> - admissions - staffing - program - systems 	

Boulder Prep's Board of Trustees will make decisions regarding the mission, survival, leadership and other major issues for the school with input from the leadership. They will making these decisions in accordance with the school's bylaws and applicable state laws using proper rules of procedure for local public bodies.

Boulder Prep's Board of Trustees will work collaboratively with the Headmaster(s) regarding authorizations, enrollment, employment and financial policies. The financial policies will include guidelines for authorization of expenditures and requirements for competitive bidding in accordance with applicable law.

The Headmaster(s) will make decisions regarding the school's operations with input from the Board.

Impact and Evaluation: The impact of this process is a more efficient system for policy adoption and appropriate level of autonomy from district policies. Boulder Prep's financials are audited yearly as an additional layer of monitoring for appropriate use of funds.

***22-32-109(1)(t) Determine Educational Program and prescribe textbooks**

Rationale: As an independent charter school, it is important for the Charter school Board and administrators to have the authority to determine its own educational programs and materials that best fit the mission of the school.

Plan: Boulder Prep will provide students with an accelerated and alternative college preparatory program that is research based and meets or exceeds the content standards of the Boulder Valley School District.

Impact and Evaluation: The students at Boulder Prep will be adequately prepared for post-secondary programs as measured by Boulder Prep's accountability framework.

***22-32-109 (1)(f), *22-32-110 (1)(h), *22-32-110(1)(i), *22-32-110(1)(j), 22-32-110(1)(k), *22-32-110(1)(ee) Local Board Duties concerning selection, pay, benefits, reimbursement, training, conduct, evaluation, and termination of employees.**

Rationale: As an independent charter school, it is important for the Charter school Board and administrators to have the authority to set its own employment, development, and evaluation practices that best fits the mission of the school.

Plan: Boulder Prep shall post all open positions publicly and conduct interviews to select employees. A comprehensive professional development and evaluation system will be established by the school administration. Termination of employees shall be at the discretion of the Board and administration within the extent of Colorado and federal employment laws.

Impact and Evaluation: By having control over employment, development, evaluations and termination, the school will be able to maintain a strong pool of staff to best meet the needs of the students. This authority can be evaluated by the overall success of the school.

***22-32-110(1)(y) – Local Board Powers to accept gifts, donations, and grants**

Rationale: As an independent charter school, it is important for the Charter school Board and administrators to have the authority to apply for grants and solicit gifts/donations that support the mission of the school.

Plan: Boulder Prep shall use any grants or donations in accordance with the conditions prescribe by the donor. If any donations or grants are unspecified, the Board and Administration shall discuss the best use of funds as appropriate to support the mission of the school

Impact and Evaluation: By having control over grants and donations, Boulder Prep can raise additional funds needed to support programming. Boulder Prep's financials are audited yearly as an additional layer of monitoring for appropriate use of funds.

***22-32-126, *22-63-301, *22-63-302, *22-63-401 through 22-63-403 Employment, compensation, and dismissal policies and practices for teachers and principals**

Rationale: As an independent charter school, it is important for the Charter school Board and administrators to have the authority to set its own employment practices that best fit the mission of the school.

Plan: Boulder Prep shall retain Headmasters and teachers that demonstrate competence in the area in which they are responsible for. Licensure will not be required of the Headmasters nor teachers. Compensation will be determined by the Board and administration as appropriate based on budget availability, teacher education and experience. Procedures for dismissal shall be at the discretion of the Board and administration.

Impact and Evaluation: By having control over employment practices, the school will be able to maintain a strong pool of staff to best meet the needs of the students. This authority can be evaluated by the overall success of the school.

***22-1-112 Local Board Specific Duties to Establish a School Calendar**

Rationale: As an independent charter school, it is important for the Charter school Board and administrators to have the authority to set its own calendar independent of the school district schedule that best fits the mission of the school.

Plan: Boulder Prep administration review and decide on the following year's year-round school calendar in collaboration with the staff in the spring of each year. Boulder Prep will meet or exceed statutory requirements for the minimum hours of school attendance.

Impact and Evaluation: The year-round block schedule will provide students with more continuity throughout the year and more opportunities to earn credit. Upon request, a report on contact hours will be provided to the school district for review.

***22-33-104(4) Attendance**

Rationale: As an alternative education campus serving high risk students, it is important for the Charter School Administration to establish its own policy with regard to attendance.

Plan: Boulder Prep will establish an attendance policy that requires accountability from the students and parents while also taking into consideration the challenging life circumstances of the student population.

Impact and Evaluation: By having control over attendance policies, the school can use a restorative approach to ensure that attendance requirements are being met. This will be evaluated through our year-end reporting for accreditation.

NON-AUTOMATIC WAIVER REQUESTS:

22-9-106 Performance Evaluations and 22-2-112(1)(q)(I) Reporting Evaluations

Rationale: As an independent charter school, it is important that the school's leadership have the authority to evaluate all personnel and hold them accountable for meeting the students' needs and upholding the school's mission. The Boulder Prep Board of Trustees must have the authority to evaluate the Headmaster and any other staff directly supervised by them as it relates to specific job duties and upholding the mission of the school. Additionally, Boulder Prep should not be required to report their teacher evaluation ratings.

Plan: Boulder Prep uses its own evaluation system which includes required professional development, observation, consultation, and continuous improvement with goals to improve student academic growth. The staff are trained annually regarding the observation tools that will be used and agreed upon performance benchmarks. The standard for evaluation includes a minimum of one peer and one administrator observation each year including debriefs to identify areas for growth and set SMART goals for improvement.

Impact and Evaluation: By having autonomy with regard to staff evaluations and a waiver on reporting evaluation ratings, we can develop a system that aligns with the goals and mission of the school. Overall teacher effectiveness correlates with students' growth and success which is reported annually for accreditation.

22-63-201 through 22-63-206 Employment Policies and 22-32-109.8 & 9 Fingerprinting

Rationale: As an independent charter school, it is important that the Administration have the authority to hire individuals with academic and experiential backgrounds that will complement the school's mission. It is critical to have flexibility with hiring non-licensed personnel in order to meet students' needs and interests.

Plan: Personnel will be carefully selected by the administration based on their training and experience in the job duties that they are being hired for. The minimum requirement for teachers will be that they are Highly Qualified according to federal standards. All staff will serve on an "at-will" basis where performance is closely monitored. Fingerprinting and management of background checks will be delegated from the Boulder Valley School District to Boulder Prep.

Impact and Evaluation: By being able to hire non-licensed teachers, the school will be able to access individuals with more diverse backgrounds and expertise. Ultimately, all staff will be evaluated for effectiveness by the administration. By managing fingerprinting and background check, Boulder Prep will have direct control over the information to ensure that new-hires are cleared for work with students.

22-32-109(1)(bb)(I), 22-32-109.1(2), 22-33-105, and 22-33-106 Conduct and Discipline Codes, and Requirements for Suspension, Expulsion, and Denial of Admission.

Rationale: As an independent charter school founded to serve high-risk students, it is important for the Charter School Board and administrators to have the authority to determine student conduct and discipline policies that best fit the mission of the school. The responsibility for developing and implementing related conduct, discipline, and related policies is being delegated from the Boulder Valley School District to Boulder Prep.

Plan: Student conduct is based on the following four agreements:

1. Respect everyone's educational opportunity
2. Respect the entire building
3. Respect each others belongings
4. Respect everyone's right to make amends

Any conduct or behavior that does not follow these agreements is addressed on an individual basis by the administration and in consultation with faculty and any other appropriate parties and/or agencies. Student discipline will also be addressed on an individual basis. Any necessary disciplinary action is taken in accordance with the student's individual rights and in consideration of student's academic best interest and the community's best interest.

Impact and Evaluation: By individualizing our interventions and discipline practices, we can ensure that each student is given every possible opportunity to pursue his or her education in a manner that does not jeopardize the safety or learning of the other students.

**Boulder Preparatory High School
Waiver of Boulder Valley School District Adopted Policies**

Boulder Preparatory High School request waivers of all District policies which fall under waivers of State Statutes (items 1-5) and waivers of District policies that are not applicable to Boulder Prep (items 6-9).

1. Personnel Employment, Evaluation, Training and Salaries
 - a. BVSD Policies: AFC-1, AFC-2, AFD, (Evaluations)

Rationale: As an independent charter school, it is important for the Charter school Board and administrators to have the authority to determine professional development, employee trainings that best fit the mission of the school.

Plan: Boulder Prep administration will review and decide on a professional development program in collaboration with the staff each year.

- b. GCA through GCPD-E1, GDA-R through GDPD (Job Descriptions)

Rationale: As an independent charter school with less than 15 full-time staff, it is important for the Charter school Board and administrators to have the authority to work with teachers individually to determine their specific job descriptions.

Plan: Boulder Prep is an “at-will” employer, and minimum requirements for employment will be specified in each staff member’s contract.

2. Establishment of a school calendar
 - a. BVSD Policies: IC-ICA

Rationale: As an independent charter school, it is important for the Charter school Board and administrators to have the authority to set its own calendar independent of the school district schedule that best fits the mission of the school.

Plan: Boulder Prep administration will review and decide on the following year’s year-round school calendar in collaboration with the staff in the spring of each year. Boulder Prep will comply with statutory requirements for the minimum hours of school attendance.

3. Educational Programming and Curriculum
 - a. BVSD Policies: IF, IF-E1, IFB-E1&2, IF-R, IGA, IJ, IJ-E1 through E6, IJ-R1 through R3

Rationale: As an independent charter school, it is important for the Charter school Board and administrators to have the authority to establish its own courses and complementary learning materials that best fit the mission of the school.

Plan: Boulder Prep administration will work collaboratively with teachers in the development of new courses and approval of learning materials. Courses and learning materials will meet or exceed BVSD content standards as evaluated by the Headmaster(s).

4. Student Conduct and Discipline

- a. BVSD Policies: JFC through JH, JICA, JICA-R, JICI

Rationale: As an independent charter school founded to serve at-risk students, it is important for the Charter school Board and administrators to have the authority to determine student conduct and discipline policies that best fit the mission of the school.

Plan: Student conduct is based on the following four agreements:

1. Respect everyone's educational opportunity
2. Respect the entire building
3. Respect each others belongings
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Any conduct or behavior that does not follow these agreements is addressed on an individual basis by the administrator and any other appropriate parties. Student discipline will also be addressed on an individual basis. By individualizing our interventions and discipline practices, we can ensure that each student is given every possible opportunity to pursue his or her education in a manner that does not jeopardize the safety or learning of the other students. Any necessary disciplinary action is taken in accordance with the student's individual rights and in consideration of student's academic best interest and the community's best interest.

5. Local Board Duties to Adopt Policies and Prescribe Rules and Regulations including competitive bidding

- a. BVSD Policies: DJ-DJE

Rationale: As an independent charter school, it is important for the charter school Board and administrators to have the authority to adopt policies and regulations that best fit the mission of the school including expenditure and procurement policies. Boulder Prep's adopted spending and procurement policy is attached.

Plan: The Boulder Prep Board and administrators follow the process outlined in the "Trustee Handbook" for adopting policies. Powers to adopt policies shall be determined based on the following chart from the "Trustee Handbook" published by the National Association of Independent Schools.

6.

Field Trips

- a. BVSD Policies: IICA, IICAA, IICAA-R, IICA-R

Rationale: As an independent charter school it is important for the Charter school Board and administrators to have the authority to determine its own policies regarding field trips that best fit the mission of the school and limits the school's liability in the event of any problems.

Plan: The staff member who is sponsoring a field trip or activity shall have the activity approved by administration prior to the event. The staff member will be responsible for collecting parent/guardian permission for all participants under the age of 18 prior to the event. There must be at least one adult for every six students for after school activities and at least one adult for every 13 students on a class field trip.

7. Grading

- a. IKA-IKAA-IKAB through IKB-R

Rationale: As an independent charter school it is important for the Charter school Board and administrators to have the authority to determine its own grading system that best fits the mission of the school and meets or exceeds the BVSD grading standards.

Plan: Boulder Prep will only give credit for 70% or higher. D or F grades will not be given. Instead, students will receive a No Credit or NC. The Boulder Prep grading system is as follows:

A+	4.0
A	3.75
A-	3.5
B+	3.25
B	3.0
B-	2.75
C+	2.25
C	2.0
C-	1.75
NC	0
IP	In Progress

8. Graduation Requirements

- a. BVSD Policies: IKF

Rationale: As an independent charter school it is important for the Charter school Board and administrators to have the authority to set graduation requirements that best fit the mission of the school and meet or exceed the BVSD standards.

Plan: Graduation requirements for Boulder Prep are as follows:

Students need a total of 220 Academic Credits

Language Arts - 40 Credits Required LA: Autobiography and Advanced Literature
Social Studies - 30 Credits Required Social Studies: Civics or US Government
Mathematics - 20 Credits Required 10 Credits Beyond Algebra I
Science - 20 Credits
Physical Education - 15 Credits
Health - 5 Credits
Fine Arts & Humanities - 20 Credits
World Languages - 10 Credits
Service Learning - 20 Credits Required: Service Learning Classes - 10 Credits Outside Volunteer or Paid Work - 10 Credits Volunteer - 25 hours for 5 credits (approved by advisor) Internship - 50 hours plus paper for 5 credits (approved by advisor) Paid Work - 100 hours for 5 credits (submit copies of pay stubs)
Life Skills Credit – 5 credits Required: Passed four (4) of the last six (6) blocks (or last 2 before graduation)
Stories Credit – 5 credits Required: Passed five (5) of the last seven (7) blocks (or last 2 before graduation)
Senior Portfolio – 5 Credits (as part of the college life skills class) Personal Essay Autobiography Slices (5) ACT Scores 4-Year College Applications (3) College Acceptance Letter Free Application for Federal Student Aid (FAFSA) Scholarship Applications (5) Graduation Acknowledge Speech Miscellaneous: Academic Achievements, Extracurricular Activities, Resume, Awards, Letters of Recommendation, etc.

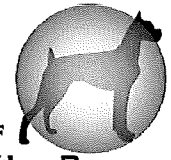
9. Enrollment

b. BVSD Policies: JEC, JECC-R, JECE-E, JECD, JECD-R

Rationale: As an independent charter school it is important for the Charter school Board and administrators to have the authority to determine its own policies regarding enrollment that best fits the mission

Plan: New or returning students may enroll at any time by completing the following process:

1. Complete an intake interview with Boulder Prep Headmaster or designated staff member demonstrating a desire to pursue education.
2. Withdraw from previous school (if applicable)
3. Complete BVSD online enrollment process (if not already in district)
4. Complete Economic Data, Ethnic and Health forms (if not already in district)
5. Work with Headmaster or designated staff to determine a class schedule



Spending Policy

No Board approval needed for spending up to \$5,000 per project/program/related item or any amount already budgeted as long as it is being spent according to the spending category. Spending category is defined as the sections of the budget such as personnel, supplies and materials, purchased services, etc. Line item is defined as the detail within each spending category.

Board approval needed to move more than \$5,000 between operating and personnel categories. A written record of re-allocations over \$1000 will be provided to the Board as part of the regular finance report during a board meeting.

Board approval needed to spend any surplus or unrestricted funds.

Reserve Policy

Expenditures from the general reserve account will be only for emergencies. One example is, major structural issues with the building that are not covered by insurance and that we cannot afford out of the regular budget. (i.e. HVAC, asbestos, concrete shifting). Another example would be to settle with the school district if we are over-spent. Expenditures from a specific reserve category (i.e. Building) must be approved by the Board.

Procurement Policies

Informal Bid Procedure – The informal bid procedure is used in those instances where the value of goods or services is expected to be less than \$5,000. It is used to speed delivery and to reduce administrative costs.

The following policies apply:

Purchases from \$1 - \$4,999: Purchases within this range may be made without requisitions, phone quotes or written quotes; except as otherwise specified; however staff members are expected to obtain materials/services at competitive prices.

Purchases from \$5,000 - \$9,999: Purchases within this range must have a minimum of three telephone or written quotes. Telephone quotes should be documented on the telephone quote form.

Purchases from \$10,000 - \$14,999: Purchases within this range must have a minimum of three written quotes (fax or electronic quotes allowed) must be requested by staff and submitted with requisition.

Purchases \$15,000 and above will require following the BVSD RFP process.