



APPROVED 2/19/14  
JEFFREY SMITH,  
SECRETARY

## BOARD OF DIRECTORS MONTHLY MEETING MINUTES

December 18, 2013

The Board of Directors of Aspen Ridge Preparatory School, Inc. held a Board Meeting on Wednesday December 18, 2013 at Aspen Ridge Prep School in Erie, Colorado. The session was posted and advertised so that any public interested in attending the meeting or in making a public comment had that opportunity.

### OUR MISSION:

*"We are travelers on the Aspen Ridge Trailways. It is our mission to think independently, participate in our integrated world, and achieve individual goals in order to gain knowledge and understanding. We will approach challenges with confidence and assist others in our community while learning and growing together on the trail of success."*

### ITEM 1 - CALL TO ORDER

A quorum of Board members was present. With Dr. Rader presiding, the meeting was called to order at 5:42 pm.

### ITEM 2 - ROLL CALL

#### BOARD MEMBERS PRESENT:

Glenn Massarotti, Board President  
Eric Guerrero, Vice President  
Krista Burnell, Treasurer  
Peter Janett, Board Member  
Pam Richau, Interim Principal/Ex-Officio (non-voting)  
Dr. Bill Rader, Ex-Officio (non-voting) via Skype  
Gina Dattilo, Finance Manager/Ex-Officio (non-voting)

#### BOARD MEMBERS ABSENT:

Jeff Smith, Secretary

### ITEM 3 - INTRODUCTION OF GUESTS

None

### ITEM 4 - PUBLIC COMMENTS

None

## ITEM 5 - REVIEW AND APPROVAL OF AGENDA

Removal item 2 under discussion items.  
Adding item #7 to change Jan meeting date  
Move item 3.1 to 2.1  
Glenn motioned.  
Christa Seconded

Mr. Massarotti – aye  
Mr. Guerrero – aye  
Ms. Burnell – aye  
Mr. Janett - aye

The motion carried unanimously.

## ITEM 6 - REVIEW AND APPROVAL OF NOVEMBER MINUTES

Mr. Guerreor made a motion to approve as written. Ms. Burnell seconded.

Mr. Massarotti – aye  
Mr. Guerrero – aye  
Mr. Janett – aye  
Ms. Burnell - aye

The motion carried unanimously.

### **Report on Student Math Achievement**

Mr. Lee Outlines math testing data points of TCAP and G-MADE to board  
Both TCAP and G-MADE show consistent, as well as proficient performance from students.

Demonstrated trends in areas of strengths and weaknesses to help identify curriculum adjustments through grade levels.

The G-MADE will be done in both fall and spring.

Mrs. Richau shared that staff appreciated the results and agreed unanimously to make adjustments and continue the testing process for their use.

## REPORTS:

### 1. **Reports from Board---**

- a) Mr. Janett wants the banner straightened out. Mrs. Dittillo agreed to work on a fix. Mr. Janett asked about crosswalks on Austin, commented on seriousness of driveline. Updated board on Tech committee.
- b) Mr. Guerreor Reported Wellness committee will Provide a report to board at next meeting, asked about Auction schedule

- c) Ms. Burnell – Reported working on financial polies to be updated around February.
- d) Mr. Massarotti complimented staff on 2<sup>nd</sup> grade play. Mrs. Richau commented that it was limited to second grade mostly based on venue size, music teacher put in more time than was paid for. Lots of extra effort from students and staff.

**2. Report from the Principal---**

- a) See attached.

**DISCUSSION ITEMS:**

**1. Amended Corporate By-Laws**

XXX

**2. Plan for Offering Pre-K**

Committed to pre-K for next year. Possible plans include 5 days a week, 8:30 to 11:30 or noon daily. Possibly \$3,495 per month cost per 20 students. Red Hawk is \$3325, and St. Vrain Community Montessori is \$4300. Dr. Rader suggested we try to keep the quality high and break even, want to be sure we can pay staff enough.

Mrs. Commented that it may make sense to keep kindergarten where they are, and move pre-k into current 1<sup>st</sup> grade classrooms. Dr. Radar suggested filling morning first, then see if we can fill afternoon if morning fills up. All Pre-K students would be 5 days a week. Mr. Massarotti commented on having different drop off and pickup time would be complicated for families. Logistics of driveline could be tricky.

Dr. Radar suggested staff can present a final fee to families by Jan. meeting.

Mr. Guerrero requested business case, concerned with loosing money.

Dr. Radar commented this is an investment to compete with other schools.

**3. Review of Policies to Replace School District Policies**

Dr. Radar reports 28 were sent, and 50 more to be included in each of the next 2 meetings. Outlined that board needs to approval all policies that we have waivers for, and the staff helps implement them.

Goal is all policies will be on website by end of February, which is critical for charter renewal, as we don't want to have to renegotiate all waived policies.

Dr. Radar communicate the plan was to present them at one meeting, then have them approved at the next one.

Mr. Janett volunteered to help, or have the tech committee, help with technology related policies.

#### **4. Discussion of Renewal Meeting with School Board**

Dr. Radar reports no feedback from district as of yet, thinks that may be a good sign. Possibly will bring it up to vote on 1-15-2014, as that is their only meeting in January. Proposes moving ARPS board meeting to 1-8-2014 to review and discuss what district may want. Would like to outline what part of our plan will be before the district.

Handout of current contract capacity looked over by the board.

#### **5. Other Items or Requests from Board Members**

None

#### **ADJOURNMENT:**

Mr. Guerrero motioned to adjourn. Seconded by Ms. Burnell.

Mr. Massarotti – aye

Mr. Guerrero – aye

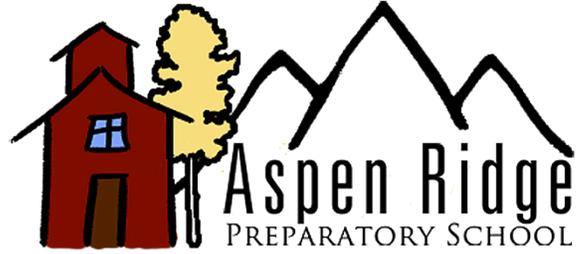
Mr. Smith – aye

Ms. Burnell - aye

The motion carried unanimously.

---END OF MINUTES---

Pamela Richau, Principal  
Chris Lee, Vice Principal  
Aspen Ridge Preparatory School  
December 18, 2013



## **Principal – Vice Principal Report to the ARPS Board**

### **ENROLLMENT UPDATE**

To date I have offered two enrollment tours with solid attendance. Parents attend our tours and are excited to hear about Aspen Ridge and the high quality academics we offer in our family friendly school atmosphere.

Intent to enroll forms are coming in at a steady pace. The following chart displays the number of forms collected as of 12/ 16/2013:

Kindergarten	46
First Grade	1
Second Grade	5
Third Grade	1
Fourth Grade	2
Fifth Grade	0
<b>TOTAL</b>	<b>55</b>

### **GOALS MEETINGS**

Mr. Lee and I have been meeting with our staff to go over their proposed goals for the 2013-2014 school year. This process is just one of the pieces of the state evaluation system we are implementing this school year. Teachers each set three goals that relate to the quality standards for educator effectiveness. The initial goal meetings help to support the teachers in writing measurable goals with action steps and evidence.

### **THANKFUL SHARING IN CLASSROOMS AND COFFEE WITH PRINCIPALS**

Even though we were experiencing snow, ice and cold temperatures, our parents came out in full force to have a cup of coffee with the principals and to listen to their students read thankful essays. Every student in the school presented their writing project to parents along with a few songs and rhymes in the kinder classes.

### **HOLIDAY BAZAAR**

Aspen Ridge hosted its 2<sup>nd</sup> annual Holiday Bazaar on Tuesday, December 3<sup>rd</sup>. Thanks to Kristen Maracchini for inviting vendors and carefully organizing the event. Our Holiday Bazaar netted \$533.43 from proceeds paid by vendors and the bake sale.

### **HEARING AND VISION SCREENING**

Thanks to Tiffanie Mahan, our very organized office manager, for executing a well planned vision and hearing screening day. All students were screened for vision and hearing except our fourth graders. Fourth grade students are screened only if they are new to the district. Parents were notified by the school district if either of the tests were failed.

### **SECOND GRADE MUSICAL**

Our very first school music program, “Character Matters”, played at the Erie Community Center last Wednesday, December 11<sup>th</sup>. The musical performance was a delight to watch, filled with solos duets, trios, a little comedy and some unique characters. Parents and family filled the room to enjoy a fantastic musical evening. Thanks to Ms. Tori Hollis for orchestrating a smooth and unique production.

### **HOLIDAY LUNCH**

Last Wednesday, October 11, our cafeteria welcomed 80+ family members to enjoy the holiday turkey lunch with their students. We provided extra tables and chairs and were able to accommodate all students and visitors. The SVVSD food service made our holiday lunch possible by providing the extra meals for our guests.

### **HOUR OF CODE WEEK**

Last week was Computer Science Education Week (Dec. 9-15). Our students were invited to try computer science for one hour and participate in the “Hour of Code”. The online tutorials offered at the Hour of Code site can be taught all year-round and will work on browsers, tablets, smartphones, or "unplugged."

### **LITERACY UPDATE, COLORADO READ ACT**

The Colorado Legislature passed the “Colorado Reading To Ensure Academic Development” Act (READ Act) during the 2012 legislative session. I have included a handout with this report to help everyone understand the elements of the READ Act and the impact on students.

### **THIRD GRADE DICTIONARIES**

The Rotary Club came to Aspen Ridge last Friday to give each one of our third grade students a brand new hardcover dictionary. Students eagerly accepted their new reading and vocabulary tool and immediately started to look up favorite words.

### **WINTER PARTIES**

Classroom room Moms and teachers are hosting winter parties to celebrate before students leave for the holiday break. Parties are planned for the last hour of the day on Thursday, December 19<sup>th</sup>.

### **WINTER BREAK**

The winter break for Aspen Ridge runs from Friday, December 20<sup>th</sup> to Monday, January 6<sup>th</sup>. All students and staff will be enjoying this break for the full 10 school days.

**HAPPIEST HOLIDAY AND WARM WISHES FOR A SUCCESSFUL 2014!**

☺ Ms. Richau