

BOARD OF DIRECTORS MONTHLY MEETING MINUTES

April 16, 2014

The Board of Directors of Aspen Ridge Preparatory School, Inc. held a Board Meeting on Wednesday April 16, 2014 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 Mr. Massarotti presiding, the meeting was called to order at 5:18 pm.

ITEM 2 - ROLL CALL

BOARD MEMBERS PRESENT:

Mr. Glenn Massarotti, Board President
Mr. Eric Guerrero, Vice President
Ms. Krista Burnell, Treasurer (via Phone)
Mr. Peter Janett, Board Secretary
Dr. Dana Laursen, Board Member
Ms. Pam Richau, Principal/Ex-Officio (non-voting)
Dr. Bill Rader, Ex-Officio (non-voting) via Skype
Ms. Gina Dattilo, CFO/Ex-Officio (non-voting)

BOARD MEMBERS ABSENT:

SECRETARY TO THE BOARD PRESENT:

Tiffanie Mahan, Secretary to the Board

ITEM 3 - INTRODUCTION OF GUESTS

Mr. Chris Lee, Assistant Principal
Ms. Cam Campbell

ITEM 4 - PUBLIC COMMENTS

None

ITEM 5 - REVIEW AND APPROVAL OF AGENDA

Dr. Laursen made a motion to approve the agenda as written. Mr. Massarotti seconded.

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

The motion carried unanimously.

ITEM 6 - REVIEW AND APPROVAL OF MINUTES FROM 3/12/14

Mr. Guerrero made a motion to approve the March 12, 2014 minutes as written. Mr. Janett seconded.

Mr. Massarotti – aye
Mr. Guerrero – aye
Ms. Burnell – aye
Mr. Janett – aye
Dr. Laursen – aye

The motion carried unanimously.

REPORTS:

1. Reports from Board---

- a) Mr. Guerrero gave many thanks to those involved in the auction.
- b) Mr. Janett reported that he would like to recognize the positive attitude at the front desk. Mr. Janett had questions regarding the sidewalk and crosswalk safety surrounding our school. Ms. Massarotti will be starting a discussion with the Town of Erie regarding automobile and pedestrian safety. Mr. Janett would like to thank the Auction Committee for their work with the auction. Mr. Janett also had questions regarding our grade level plans for next year. Ms. Richau will offer a report to the Board including a communication and transition plan for parents.
- c) Dr. Laursen reported that she has never seen a staff come together with parents in such a harmonious way. She would like to recognize the many hours of hard work that went into the event.
- d) Ms. Burnell reported that she was thrilled that we raised over \$52,000 for auction. She would like to thank the volunteers who worked on the auction.
- e) Mr. Massarotti reported that he would also like to acknowledge the great work with the auction.

2. Report from the Principal / Assistant Principal---

a) See attached.

ACTION ITEMS:

1. Election of Parent Board Member and Status of Community Board Member

Mr. Massarotti announced that the parent elected Board Member ballots had been counted. Mr. Janett made a motion to approve the parent's decision to elect Ms. Cam Campbell as Parent Board Member. Mr. Guerrero seconded.

Mr. Massarotti – aye

Mr. Guerrero – aye

Ms. Burnell – aye

Mr. Janett – aye

Dr. Laursen – aye

The motion carried unanimously.

2. Approval of 2014-2015 School Calendar

Mr. Guerrero made a motion to approve the 2014-2015 School Calendar. Mr. Janett seconded. Pam will notify the district of the approval of our calendar.

Mr. Massarotti – aye

Mr. Guerrero – aye

Ms. Burnell – aye

Mr. Janett – aye

Dr. Laursen – aye

Ms. Campbell - aye

The motion carried unanimously.

3. Approval of Quarterly Financial Reports

Mr. Janett made a motion to table the Approval of Quarterly Financial Reports. Dr. Laursen seconded.

Mr. Massarotti – aye

Mr. Guerrero – aye

Ms. Burnell – aye

Mr. Janett – aye

Dr. Laursen – aye

Ms. Campbell – aye

The motion carried unanimously.

4. Approval of Changes to Two-Year Charter Contract

Dr. Rader announced that he has been negotiating our charter renewal contract which would be a 2 year contract to put us in sequence with other charter schools within the district. Minor changes need to be made including a clause stating that we will follow the Safe School Act. Mr. Guerrero made a motion to approve the changes put forward by Dr. Rader. Dr. Laursen seconded.

Mr. Massarotti – aye
Mr. Guerrero – aye
Ms. Burnell – aye
Mr. Janett – aye
Dr. Laursen – aye
Ms. Campbell – aye

The motion carried unanimously.

5. Approval of Land Lease with Erie Commercial, LLC

Dr. Rader presented a Land Lease with Erie Commercial, LLC for where the modular will be placed. Mr. Janett made a motion to approve the land lease. Mr. Guerrero seconded.

Mr. Massarotti – aye
Mr. Guerrero – aye
Ms. Burnell – aye
Mr. Janett – aye
Dr. Laursen – aye
Ms. Campbell – aye

The motion carried unanimously.

6. Approval of Individual to Represent the Board during Facility Planning and Constriction

Dr. Rader asked for an individual to be a liaison for the Board to be present for expansion purposes. Mr. Massarotti made a motion to approve Ms. Gina Dattilo to act as the liaison for the Board. Dr. Laursen seconded.

Mr. Massarotti – aye
Mr. Guerrero – aye
Ms. Burnell – aye
Mr. Janett – aye
Dr. Laursen – aye
Ms. Campbell – aye

The motion carried unanimously.

DISCUSSION ITEMS:

1. Update on Pre-K Planning

Ms. Richau announced that she feels she has found a quality person to fill our preschool teacher position. Work is being done at both the state and county level to prepare our preschool application for submission.

2. Update on Modular Buildings

Ms. Dattilo spoke about finalizing plans of interior items for the modular. Installation of the modular is on target for June 2014. There was a discussion about some ideas on how the school can communicate expansion plans to parents and staff.

Ms. Burnell was dismissed from the meeting at 6:36 pm.

3. April 30 Workshop Agenda

The agenda was discussed for the April 30th Workshop. Some agenda items will include: Staff Evaluations, Approval of Staffing Plan, Contracts prepared for current and future positions and Expansion proposals.

4. Other items or requests from Board Members

None

ADJOURNMENT:

Mr. Guerrero motioned to adjourn. Seconded by Mr. Janett.

Mr. Massarotti – aye

Mr. Guerrero – aye

Mr. Janett – aye

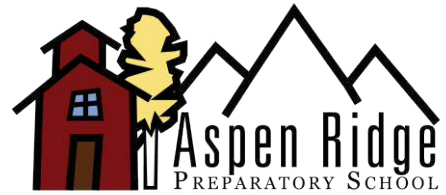
Dr. Laursen – aye

Ms. Campbell -aye

The motion carried unanimously.

---END OF MINUTES---

Pamela Richau, Principal
Chris Lee, Vice Principal
Aspen Ridge Preparatory School
April 16, 2014



ENCORE AWARDS

Congratulations to Mr. Paul Bunge, Ms. Karyn Hogan and Ms. Kathy Krashoc for their selection as finalists for the Encore Award sponsored by the St. Vrain Valley Education Foundation. This award program provides the opportunity for students, parents, coworkers, community members and business partners to recognize and honor individual teachers at the Pre-K - 12 levels in the district who exemplify excellence in teaching. The awards will be presented at the Tribute to Teachers gala on May 9, 2014 at the Plaza Conference Center in Longmont.



SAFETOUCH PRESENTATIONS

All students in grades K-5 attended SafeTouch presentations in late March. The mission of the program is to empower children through body safety awareness.

The presentations were very age-appropriate and offered useful information at each level. I am happy to report that both students and parents have now been exposed to SafeTouch training. I am also helping to advertise a parent workshop: Parenting Safe Children with Feather Berkower hosted at the Erie Community Center on May 10th.

SPIRIT WEEK

Our spirit week included many student inspired theme days to celebrate the completion of TCAP testing and usher in our Spring break. Between owl wear, crazy hats, students and teachers swapping roles, 80's attire, team spirit and crazy hair we had a fun filled week of creatively dressed students.

EVALUATION SUPPORT

Dr. Michael Massarotti has kindly offered to work with the Aspen Ridge staff and administration as we move forward with utilization of the state evaluation system. Dr. Massarotti has met with the admin team twice and yesterday offered an enlightening evaluation presentation to all staff.

FIELD TRIPS

Field trips abound at Aspen Ridge. This year's trips include:

- Kinder – Sunflower Farms
- Grade 1 – Butterfly Pavilion
- Grade 2 – Wow Museum
- Grade 3 – Denver Zoo
- Grade 4 – Fiske Planetarium
- Grade 5 – Field Day and Track Meet

Grades 3, 4 and 5 have recently visited the High Plains Library for a presentation on the Dewey Decimal System. On Thursday our 4th and 5th grade students will visit the state capitol.

Thanks to Mr. Lee for planning and organizing the capitol tour. All these events are posted on the Aspen Ridge calendar.

ELECTION

Our recent election to name a parent board member concluded Monday, April 14th. Cam Campbell, Jason Mannon and Sara Stilson threw their hats into the ring and graciously offered to take a board position for a one-year term. Cam Campbell is our election winner and will join us at our April meeting.

TEST DRIVE

Thanks to Jason Wozny, an Aspen Ridge kindergarten parent, for his help in organizing the Lincoln Motor Company test-drive fundraiser held on Tuesday, April 15th. Test drives were set up in the ECC parking lot. The Lincoln Motor Company donated \$20 to ARPS for every registered event attendee that went for a Personal Drive Experience.

AUCTION FUNDRAISER

Our action fundraiser was an amazing event in large part due to the hard work of the auction committee and the generosity of our parents. Thank-you seems inadequate for this group of dedicated organizers:

- Greta Sisneros
- Jen Willard
- Kristen Rhudy
- Laura Loomis
- Megan Schimmelpfenning
- Sara Stilson
- Sharla Roedema
- Shawna Doubek-Estrella
- Sierra Lund
- Windy McGehan

Gina Dattilo showed her skillful accounting abilities as she managed the auction transactions and followed up with the grand total of earnings. So far this year's auction netted over \$51,000. WOW!

YEARBOOK

Ms. Julie Adkins, our talented art teacher, headed up yearbook activities this year. The yearbook went to press a few weeks ago and is currently on sale. Yearbooks are selling for \$22 and can be purchased online with credit card. (Order forms are also in the office.). Yearbooks will be delivered May 9th.

Ms. Adkins is also organizing our 2nd Annual Art Show and Dessert Evening for Friday, May 9 from 5:30-7.

CMAS ONLINE TESTING

Our 5th grade students have now SUCCESSFULLY completed 2 sessions of the CMAS science test ON THE COMPUTER. My deepest thanks to Paul Williams (father of Alex in grade 5) for setting up a caching server, an essential piece of the technology needed for the testing. Also, thank-you to Peter Janett for helping us through the bugs and anxieties of day one testing.

STAFFING

We are currently working on the staffing plan for the coming school year. We have interviewed 9 candidates and have invited 5 candidates to come in and teach a demonstration lesson for our hiring team. A sincere thank-you to Tiffanie Mahan who has masterfully arranged all interviews and demonstrations. At this point in the hiring process I think we have identified 3 strong candidates who could potentially fill our Pre-K, kindergarten and second grade positions. We continue to actively seek a 4th grade teacher.

Mr. Paul Bunge will not be with us at Aspen Ridge for the coming year. Paul shared his bittersweet announcement with staff and parents last week. He will offer an official resignation to the board in June.

SCHEDULE OF EVENTS (25.5 days remaining – scary!)

April 15-17	5 th Grade Science On-line Testing (3 sessions)
April 16	Board Meeting 4:00
April 17	4 th and 5 th Grade Field Trip to Stat Capitol
April 18	3 rd Grade Field Trip to Denver Zoo
April 22-24	4 th Grade Social Studies On-line Testing (3 sessions)
April 25	\$1 Dress Down Day
April 28	2 nd Grade Field Trip to WOW Museum
April 28	The Masters Restaurant Fundraiser at Colorado National G.C.
May 2	All Box Tops Due for Competition
May 6-8	PARCC Field Testing Grade 3 (tentative)
May 9	\$1 Dress Down Day
May 9	Art Show Open House & Dessert
May 13	Chick-Fil-A Restaurant Fundraiser
May 16	Field Day at the ECC
May 21	Kindergarten and 5th Grade Graduation
May 22	Last Day of School – Early Dismissal

☺ Ms. Richau

APPROVED BY THE BOARD OF DIRECTORS


PRESIDENT