

ASPEN RIDGE PREPARATORY SCHOOL

Board Meeting

May 20, 2011

The Board of Directors of Aspen Ridge Preparatory School, Inc. held a Board Meeting on Friday, May 20, 2011 at the Erie Community Center. The session was posted and advertised so that any public interested in attending the meeting or in making a public comment had that opportunity.

BOARD MEMBERS PRESENT: Allison Schnell, President; Nici Davis, Board Member; Cindi Herrera, Treasurer/Secretary; Sherrie Reed, Vice-President; and Nupur Singh, Board Member.

GUESTS PRESENT: No guests present.

With Ms. Schnell presiding, the meeting was called to order at 10:09AM. There were no additional guests or public joining the meeting and therefore, no public comments were made.

Item 1: The first item was the approval of the agenda. Ms. Reed made a motion to accept the agenda with the caveat that there may be some questions on Action Items as the Board moves through the agenda, Ms. Schnell seconded, and the agenda was approved.

Ms. Schnell: aye

Ms. Davis: aye

Ms. Herrera: aye

Ms. Reed: aye

Ms. Singh: aye

Item 2: The next items on the agenda were the Discussion Items. Ms. Schnell updated the Board on the enrollment/verification process which the Vice-Principal, Ms. Silva is currently undertaking. Firm numbers should be available within a couple of weeks, but she did want the Board to know that the verification process is occurring.

Item 3: A contract with the YMCA for before and after care was presented by Ms. Schnell. The Board asked a couple of questions concerning specifics of the contract, but all were in agreement that the plan was a solid plan for meeting the needs of the community.

Item 4: Next, the Board discussed the idea of the Aspen Ridge Preparatory Foundation - how that separate Board may be assembled, for what purpose, and some possible candidate names were suggested.

Item 5: The Action Items were next on the agenda. Employment contracts have been offered individually and were discussed. Ms. Schnell made a motion to accept the contracts, Ms. Singh seconded, and the motion was carried.

Ms. Schnell: aye

Ms. Davis: aye

Ms. Herrera: aye

Ms. Reed: aye

Ms. Singh: aye

Item 6: Next, Bylaws were developed for the PATHS organization and needed approval. Ms. Schnell made a motion to accept, Ms. Singh seconded, and the motion was carried.

Ms. Schnell: aye

Ms. Davis: aye

Ms. Herrera: aye

Ms. Reed: aye

Ms. Singh: aye

Item 7: The Articles of Incorporation for the Aspen Ridge Preparatory Foundation were presented for approval. Ms. Schnell made a motion to accept, Ms. Herrera seconded, and the motion was passed.

Ms. Schnell: aye

Ms. Davis: aye

Ms. Herrera: aye

Ms. Reed: aye

Ms. Singh: aye

Item 8: The Start-Up Grant needed to be revised following the purchases of school equipment and the differences in some of the pricing because the order was placed through the SVVSD vendors. Ms. Schnell made the motion to accept, Ms. Reed seconded, and the motion was approved.

Ms. Schnell: aye

Ms. Davis: aye

Ms. Herrera: aye

Ms. Reed: aye

Ms. Singh: aye

Item 9: The next item under Action Items was approval of the Success for All contract and all associated purchase orders. Ms. Herrera clarified that all purchases were made with input from SFA to ensure fidelity of the program. With assurance that was the case, she made the motion to accept the contract and purchase orders, Ms. Reed seconded, and the motion was carried.

Ms. Schnell: aye

Ms. Davis: aye

Ms. Herrera: aye

Ms. Reed: aye

Ms. Singh: aye

Item 10: Purchase orders for furniture and other equipment and curricula, including MathTrailblazers and FOSS, were next on the agenda. Ms. Reed clarified that the money for these purchases is being provided through the grant. Ms. Herrera made a motion to approve the purchases, Ms. Reed seconded, and the motion was carried.

Ms. Schnell: aye

Ms. Davis: aye

Ms. Herrera: aye

Ms. Reed: aye

Ms. Singh: aye

Item 11: A contract for phone and internet wiring through Schnell Electric was provided. As this is a relative of Ms. Schnell, she abstained from the vote and stated that this bid was the least expensive of the three she gathered. Ms. Reed made a motion to accept the bid, Ms. Herrera seconded, and the motion was approved.

Ms. Schnell: abstain

Ms. Davis: aye

Ms. Herrera: aye

Ms. Reed: aye

Ms. Singh: aye

It was also stated that a library of all Board meetings, including all supporting paperwork, should be created and maintained for public reference.

Item 12: Next, a loan from BTR had been made to Aspen Ridge for the security deposit on the ARPS lease for its building for a total of \$28,333. According to Ms. Schnell, the loan is being offered at zero interest. Ms. Reed suggested that a promissory note be drawn up. Ms. Schnell again abstained from the vote due to family relationship. Ms. Reed made a motion to accept the loan, Ms. Herrera seconded the motion, and the motion was carried.

Ms. Schnell: abstain

Ms. Davis: aye

Ms. Herrera: aye

Ms. Reed: aye

Ms. Singh: aye

Item 13: The Board needed to review and approve the minutes from the April 18, 2011 meeting. Ms. Schnell made a motion to accept, Ms. Singh seconded, and the motion was carried.

Ms. Schnell: aye

Ms. Davis: aye

Ms. Herrera: aye

Ms. Reed: aye

Ms. Singh: aye

Item 14: The last section of the agenda was other items from Board members. Ms. Herrera requested that the Board go back to the YMCA contract and vote to formalize it. Ms. Schnell mentioned that two edits had been made to the contract – the end time for the morning program was changed to 8:30 and the grades were changed to K-5th. Ms. Herrera made a motion to accept, Ms. Schnell seconded, and the motion was carried.

Ms. Schnell: aye

Ms. Davis: aye

Ms. Herrera: aye

Ms. Reed: aye

Ms. Singh: aye

Finally, Ms. Herrera mentioned that she had reviewed a grant for a salad bar and that the grant is for, in fact, only the salad bar equipment and not for the food and/or upkeep of the salad bar. It was agreed that Ms. Herrera will investigate further to determine the feasibility of this option, including expense. As there were no other comments from Board members, the meeting was adjourned at 11:08AM.