

ASPEN RIDGE PREPARATORY SCHOOL
Monthly Board Meeting
August 2, 2012

The Board of Directors of Aspen Ridge Preparatory School, Inc. held a Board Meeting on Thursday, August 2, 2012 at Aspen Ridge Preparatory School located at 705 Austin Drive 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.

BOARD MEMBERS PRESENT: Allison Schnell, Board President; Sherrie Reed, Vice-President (via phone); Krista Burnell, Secretary; Jeff Smith, Board Member; Peter Janett, Board Member; Ms. Richau, Interim Principal (non-voting), Dr. Bill Rader, Ex-Officio Board Member (non-voting).

BOARD MEMBERS ABSENT: None

GUESTS PRESENT: Beth Langer, PATHS Liaison, Julie Keil, Parent

A quorum of Board members was present. With Ms. Schnell presiding, the meeting was called to order at 4:04PM and guests were welcomed and introduced. The floor was opened to public comments.

Ms. Julie Keil, a parent, expressed her concern with current class sizes. She questioned why students over the class sizes were not placed on the wait list in first grade versus placed in the class. She noted this information was not communicated to parents, and expressed frustration that she could move to Red Hawk Elementary with the same class sizes and additional specials options for her child.

Item 5: The first item brought before the Board for approval was the agenda as written, with one change. Ms. Schnell made a motion to accept the agenda as written with the addition of class size discussion moved to #1 on the agenda, Mr. Janett seconded, and the agenda was approved with the change. The motion carried.

Ms. Reed: aye

Ms. Burnell: aye

Ms. Schnell: aye

Ms. Janett: aye

Mr. Smith: aye

Item 6: The next item on the agenda was the approval of the minutes from the previous meeting on July 12, 2012 .Ms. Schnell made a motion to approve the minutes as written. Mr. Janett seconded. The motion carried.

Ms. Reed: aye

Ms. Burnell: aye

Ms. Schnell: aye

Mr. Janett: aye

Mr. Smith: aye

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The Board then moved on to Reports.

Item 1: Ms. Richau reported that as the classes are being established for the 2012/2013 school year that the staff is being sensitive to class size. It was reported that Ms. Fedick has moved to a larger classroom to accommodate a larger first grade class.

Ms. Richau also reported that a half-time Special Education Teacher had been hired and her name is Bridget Shahinian, as well as a half-time Kindergarten Teacher – Kathy Krashoc.

She also noted that the Lobby Guard system has been installed and it will help to tighten down on who comes and goes from the school. Training on the system will happen tomorrow.

Ms. Richau indicated that she had received lots of calls regarding individuals interested in providing after school classes, and those will be investigated.

On August 8 the TCAP results will be revealed, and at this time Ms. Richau was unable to comment on the schools performance.

Ms. Richau indicated that the Erie Community Center would be stripping and waxing the floors before school starts, as well as cleaning the carpets on August 6.

Ms. Richau noted that she had obtained a Principal Mentor and she was looking forward to having that expertise available to her.

Ms. Richau attended the PTA meeting in July and feels as though the PTA is a great support to the school, and wanted to extend her appreciate for the teacher workroom, which turned out awesome.

Teacher orientation is schedule for August 7 – 15, and Ms. Richau provided a schedule outline for those dates. It was suggested that Ms. Richau post her Principal Report information on the website.

Item 2: PTA Report. Ms. Langer reported that the PTA had opened a 1st Bank account for the PTA funds. A uniform sale will be held later in the year, possibly December. There were some noted PTA resignations at the meeting. Brooke Apodaca was named new Volunteer Coordinator, and the Staff Liaison will be appointed by the President. Ms. Langer reported that insurance had been established for the PTA. Ms. Langer also reported that the PTA was coordinating the Howdy Hop Back to School Night, as well as a Welcome Back Breakfast for teachers. Ms. Langer indicated that the Book Fair was scheduled to run September 10 – 14, and that Spirit Wear will be offered to students, staff and parents this year. Finally the Fall Festival has been planned for October 27 from 12:00 – 4:00pm, and they were looking for a Chair for the committee.

The Board then moved onto Discussion and Approval Items

Item 1: Discussion of class sizes. Ms Schnell addressed the concerns brought forth by Julie Keil, parent. Ms. Schnell noted that the original charter of the school stated that class sizes would be held to 20 students for grades K-2 and 24 for grades 3-5. Due to the current size of the first grade classes, it was necessary to allow for additional students in that class in order to accommodate all the returning Kindergarten students from last year, otherwise current ARPS students would have been turned away. It was the hope of the

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Board that additional students would enroll in first grade so that three classes would be established and an additional teacher would be hired. This did not happen. In the new contract for the Charter, it was decided to make the class sizes flexible in order to accommodate these types of situations. Ms. Schnell noted that the Board still feels very strongly about small class sizes, and is committed to maintain the educational integrity of our classrooms. The school is capped at 264 students under the current charter contract, however when accommodation can happen to be flexible within the class sizes then the Board will make individual decisions so as to not lose current ARPS students. Ms. Schnell also noted that there is a possibility that students may drop or we may gain students as well prior to the October count, and will again adjust class sizes.

The Board agreed that we will continue to do better at communicating information regarding class size.

Item 2: Appointment of New Founding Board Member. Ms. Schnell reported that Ms. Krista Burnell had submitted her resume for one of the Founding Board Member positions, which is a two year commitment. Ms. Schnell made a motion to approve Ms. Burnell as a Founding Board Member. Mr. Janett seconded. The motion carried.

Ms. Reed: aye

Ms. Schnell: aye

Mr. Smith: aye

Mr. Janett: aye

Ms. Schnell noted that the two open parent elected positions would be filled in October, with a one year term, which can be reelected for any number of terms.

Item 3: Review and approval of Employment Contracts. Ms. Schnell reported that Kathy Krascho, had been hired as a salaried half-time Kindergarten Teacher, Bridget Shahinian had been hired as a salaried half-time Special Education Teacher, and Carrie Cantwell had been hired as part-time hourly employee in the lunchroom. Ms. Schnell made a motion to approve the employment contracts for Krascho, Shahinian, and Cantwell. Mr. Janett seconded the motion. The motion carried.

Ms. Reed: aye

Ms. Burnell: aye

Ms. Schnell: aye

Mr. Janett: aye

Mr. Smith: aye

Item 4: Review and approval of the Employee Benefit Plans. Ms. Schnell reported that the employee benefit plans had been determined for the upcoming school year, with a minimal increase to employees through United Healthcare. On August 7 Taggart and Associates would present the staff with their new options and answer any questions. The vision, life, and dental plans remained the same, with a 12.9% increase to the medical plan. It was noted that the school pays 100% of the employee only plan.

Ms. Schnell made a motion to approve the employee benefit plans effective September 1, 2012. Mr. Smith seconded. The motion carried.

Ms. Reed: aye

Ms. Burnell: aye

Ms. Schnell: aye

Mr. Janett: aye

Mr. Smith: aye

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Item 5: Review and approval of Public Use of Facility Policy. Ms. Schnell reported that this policy was created to allow the school to charge fees for use of the facility when used by outside organizations. The form must be completed by the organization, and then approved by the Board. This will help eliminate liability for the school, the building owner, and students. Once an organization is approved to use the facility an ARPS staff member must be onsite during the meeting, and paid for their time. Any tuition charged for the programs can be used to pay teacher volunteers.

Ms. Schnell made a motion to approve the Public Use of Facility Policy. Ms. Burnell seconded. The motion carried.

Ms. Reed: aye

Ms. Burnell: aye

Ms. Schnell: aye

Mr. Janett: abstain

Mr. Smith: aye

Item 6: Review and Approval of Employee Dress Policy. Ms. Schnell noted that the changes to this policy were very minimal from last year.

Ms. Schnell made a motion to approve the revised dress code policy. Mr. Janett seconded. The motion carried.

Ms. Reed: aye

Ms. Burnell: aye

Ms. Schnell: aye

Mr. Janett: aye

Mr. Smith: aye

Item 7: Ms. Schnell asked for any other items for the Board. Hearing none.

Ms. Schnell made a motion to adjourn at 5:13 pm. Ms. Burnell seconded. The motion carried.

Ms. Reed: aye

Ms. Burnell: aye

Ms. Schnell: aye

Mr. Janett: aye

Mr. Smith: aye