



BOARD OF DIRECTORS MONTHLY MEETING MINUTES

May 1, 2013

The Board of Directors of Aspen Ridge Preparatory School, Inc. held a Board Meeting on Wednesday May 1, 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 Ms. Schnell presiding, the meeting was called to order at 4:07 pm.

ITEM 2 - ROLL CALL

BOARD MEMBERS PRESENT:

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

BOARD MEMBERS ABSENT:

Jeff Smith, Board Secretary

ITEM 3 - INTRODUCTION OF GUESTS

Ms. Bethany Scinta – Newly hired 4th grade teacher
Ms. Katie Wells – Newly hired half-day Kindergarten teacher

ITEM 4 - PUBLIC COMMENTS

Both Ms. Scinta and Ms. Wells introduced themselves as new teachers to the school.

ITEM 5 - REVIEW AND APPROVAL OF AGENDA

Ms. Schnell requested the omission of Item #7 on the agenda. Ms. Schnell moved to approve change. Mr. Massarotti seconded.

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

The motion carried unanimously.

ITEM 6 - REVIEW AND APPROVAL OF MINTUES

Ms. Burnell made a motion to accept the minutes as written. Mr. Guerrero seconded.

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

The motion carried unanimously.

REPORTS:

1. **Report from the Principal---** See attached.
2. **Report from Finance Manager---**
 - a) Janitorial contract for the summer at \$660/month for two days a week. The contract would be \$875 for three days a week.
 - b) Need board approval for the budget to actuals which will be submitted to St. Vrain School District
 - c) Ms. Dattilo would like the Board to approve the contract for Rev Track online payments system. The service fees on this system will be passed to the parents in the event that they would like to use the system for school payments. There is a recurring option for monthly payments. Any payments made via cash/check will not include fee.
 - d) Student Activity fee for 2013/2014 school year has been revised to \$75 per semester for each child, with a two child maximum, and a staff discount of 50% for enrolled students. Dues dates proposed at August 23, 2013 and January 10, 2014. Qualified students for free/reduced lunch will be at 50%

and 25% respectively. This fee will be used to fund online assessments, curriculum and will include one paid field trip per student.

3. Reports from Board---

- a) Mr. Guerrero and the Board expressed kudos to the PTA for an excellent Silent Auction event in April.

DISCUSSION AND APPROVAL ITEMS:

1. Review and Approval of 2013-2014 Employment Agreements as written for Cantwell, Maracchini, Scinta, and Wells.

Mr. Guerrero made a motion to approve all the employment agreements as noted.

Seconded by Mr. Massarotti

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

The motion carried unanimously.

2. Review and Approval of 2013/2014 Charter Contract.

Dr. Rader noted that our current Charter Contract will rollover until changes are determined for the upcoming year. It was noted that Brad Miller was an attorney referred by the Charter School League to help with our Charter Contract. Mr. Guerrero recommended that he be present during our meeting with the district for Charter negotiations. Dr. Rader noted that the final version of the Charter Contract will come back to the Board for final approval.

Ms. Schnell made a motion to approve Dr. Rader, Ms. Dattilo, Ms. Richau, Ms. Schnell and Mr. Guerrero be allowed to move forward with the draft of the Charter Contract to both the attorney as well as the school district.
Mr. Massarotti seconded.

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

The motion carried unanimously.

3. Review and Approval of Cleaning Contract.

Mr. Guerrero made a motion to approve the cleaning contract for the summer months.

Mr. Janett seconded the motion.

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

The motion carried unanimously.

4. Review and Approval of the January – March 2013 Budget to Actuals.

Mr. Massarotti made a motion to approve the January – March 2013 budget to actuals.

Mr. Janett seconded the motion.

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

The motion carried unanimously .

5. Review and Approval of RevTrac Online Account Payment System.

Motion to approve the RevTrac Online Account Payment System made by Mr. Janett.

Seconded by Ms. Schnell

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

The motion carried unanimously.

6. Review and Approval of 2013/2014 Student Activity Fee

Ms. Richau noted that the new fee would include a positive roll-out to the parents.

Mr. Massarotti made a motion to approve the student activity fee with total amount per family not to exceed \$300 per school year, as well as a 50% discount for staff members with enrolled students. This is to also include a discount of 50% for approved free lunch students, and a 25% discount for reduced lunch students. Seconded by Ms. Schnell.

Ms. Schnell – aye
Mr. Janett – nay
Mr. Massarotti – aye
Mr. Guerrero – aye
Ms. Burnell – aye
Ms. Reed - aye

The motion carried.

7. Review and Approval of revised Board Meeting Calendar. – OMITTED.

8. Other Items

None.

9. Adjourn

Mr. Guerrero motioned to adjourn at 5:12 pm.
Seconded by Ms. Schnell.

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

The motion carried unanimously.

---END OF MINUTES---

Approved 6/12/2013



Jeffrey R. Smith
Secretary.