

ASPEN RIDGE PREPARATORY SCHOOL

Board Meeting

July 7, 2011

The Board of Directors of Aspen Ridge Preparatory School, Inc. held a Board Meeting on Thursday, July 7, 2011 in its new school building located at 705 Austin Avenue in Erie. 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; Cindi Herrera, Treasurer/Secretary; and Nici Davis, Board Member.

BOARD MEMBERS ABSENT: Sherrie Reed, Vice-President; and Nupur Singh, Board Member.

GUESTS PRESENT: Andria Hinman, Principal; Traci Silva, Vice-Principal; and Dr. Bill Rader, Community Member.

With Ms. Schnell presiding, the meeting was called to order at 3:06PM. 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 minutes from the previous Board meeting. Ms. Herrera made a motion to accept the minutes, Ms. Schnell seconded, and the minutes were approved.

Ms. Schnell: aye

Ms. Herrera: aye

Ms. Davis: aye

Item 2: The next item on the agenda was the Staffing Plan including pay and benefits. Ms. Schnell updated the Board on the current faculty and staffing positions as based on an enrollment of 230 students. Ms. Herrera made a motion to accept the staffing plan, Ms. Davis seconded, and the staffing plan was carried.

Ms. Schnell: aye

Ms. Herrera: aye

Ms. Davis: aye

Item 3: The Board had to backtrack for inadvertently skipping approval of the agenda. Ms. Herrera made a motion to approve the agenda, Ms. Davis seconded, and the motion was passed.

Ms. Schnell: aye

Ms. Herrera: aye

Ms. Davis: aye

Item 4: Returning to the Discussion Items, the Board now considered several position descriptions for approval, specifically for the Finance Manager, the Food Service Supervisor, and the Maintenance Engineer. Ms. Schnell made a motion to accept the position descriptions, Ms. Davis seconded, and the motion was carried.

Ms. Schnell: aye
Ms. Herrera: aye
Ms. Davis: aye

Item 5: Next, Dr. Rader had shared his findings on insurance options with the Board. He presented a proposal from Taggart and Associates and explained the various coverages provided through the policy. There were some additional recommendations for additional coverage at the end of the proposal. The motion was made by Ms. Schnell to approve the contract with Taggart and Associates including the additional insurance recommendations as spelled out in the proposal. Ms. Davis seconded, and the motion was carried.

Ms. Schnell: aye
Ms. Herrera: aye
Ms. Davis: aye

Item 6: Next, Dr. Rader presented the budget for the 2011-2012 school year as it stands currently and as based on the enrollment of 230 students. After some discussion, Ms. Herrera made a motion to accept the budget, Ms Schnell seconded, and the motion was approved.

Ms. Schnell: aye
Ms. Herrera: aye
Ms. Davis: aye

Item 7: At this point, a comment was made by one of the Board members about the uniform policy and led to additional considerations regarding the topic. As a result, some changes were specified to loosen up the uniform policy as based on parent, administrative, and Board input. Ms. Herrera made a motion to approve the changes that were discussed, Ms. Davis seconded, and the motion was passed.

Item 8: The next item up for Board review was the revised By-laws. Some changes had been made to accommodate the governance requirements of the district's Board upon approval of Aspen Ridge's charter. Namely, they had been concerned about ensuring parent involvement while at the same time, ensuring continuity of the school vision through its founders. Ms. Herrera made a motion to accept the changes, Ms. Davis seconded, and the motion was carried.

Ms. Schnell: aye
Ms. Herrera: aye
Ms. Davis: aye

Item 9: The next discussion item was focused on the establishment of the Aspen Ridge Foundation and who some candidates might be for that Board. Several recommendations of parents and community members were suggested with a goal of a Board that has at least five members and that they try to hold their first meeting within the next 30 days (prior to school opening).

The meeting was adjourned at 4:26PM with a motion by Ms. Herrera, seconded by Ms. Schnell, and approved by all.

Ms. Schnell: aye
Ms. Herrera: aye
Ms. Davis: aye