

ASPEN RIDGE PREPARATORY SCHOOL

Board Meeting

April 18, 2011

The Board of Directors of Aspen Ridge Preparatory School, Inc. held a Board Meeting on Monday, April 18, 2011 at the Erie Library. The session was posted and advertised on the school's website 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; Sherrie Reed, Vice-President; and Nupur Singh, Board Member.

GUESTS PRESENT: Andria Hinman, Principal; Traci Silva, Vice-Principal; and Nici Davis, Parent.

With Ms. Schnell presiding, the meeting was called to order at 5:15PM. 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. Schnell made a motion to accept the agenda, Ms. Herrera seconded, and the agenda was approved.

Ms. Schnell: 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 current enrollment which sits at 237 students. There are a few vacancies at each grade level. Ms. Schnell has folders for each student containing their enrollment information and will get those to Ms. Silva by May 1st who will develop a database and maintain the folders from that point forward.

Item 3: The next Discussion Item was an update on some business partnership opportunities that had been offered to Aspen Ridge by Impressions Dental of Erie. Opportunities for Aspen Ridge students to receive certain treatments in exchange for donations that will go to the school, assistance with a Fall Festival or Spring Fling, and matched donations are the many ways the company has offered to assist the new school.

In addition, Ms. Schnell mentioned that the Aspen Ridge Foundation is in the process of being established and will function along with the parent organization (temporarily titled Parents and Teachers Helping Students – PATHS) in meeting fundraising needs at the school. Ms. Silva will work on getting parent input for the name of the new parent organization as well as establish by-laws. Ms. Hinman also volunteered to do a newsletter twice a month, for the time being, to ensure that parents feel are up to date on all the school activities and opportunities.

Item 4: The last Discussion Item was an update on furniture and curricula ordering. Many of the furniture items are being ordered through the district as they have already researched the most

appropriate vendors for many of the purchases. It was confirmed that there is money specified for Core Knowledge training for school faculty prior to the start of the school year and that Ms. Hinman and Ms. Silva will be able to attend the SFA New Leader's Conference in July.

Item 5: The Action Items were next on the agenda. Ms. Schnell made a motion to accept the minutes from the two previous meetings (2/4/11 and 3/11/11), Ms. Herrera seconded, and the minutes were accepted.

Ms. Schnell: aye
Ms. Herrera: aye
Ms. Reed: aye
Ms. Singh: aye

Item 6: Next, in order to vote on Nici Davis' proposed appointment to the Board, the Board formally accepted Ms. Silva's resignation from the Board. Ms. Schnell made the motion to accept the resignation, Ms. Herrera seconded, and the motion was carried.

Ms. Schnell: aye
Ms. Herrera: aye
Ms. Reed: aye
Ms. Singh: aye

Ms. Silva's employment contract as Vice Principal was then presented to the Board for approval. Ms. Schnell made the motion to accept the contract, Ms. Herrera seconded, and the motion was passed.

Ms. Schnell: aye
Ms. Herrera: aye
Ms. Reed: aye
Ms. Singh: aye

Finally, Ms. Schnell made the recommendation for approval of Ms. Davis' interim appointment to the Board to fill the vacancy until the Annual Meeting in August. Ms. Schnell made the motion, Ms. Singh seconded, and the motion was carried.

Ms. Schnell: aye
Ms. Herrera: aye
Ms. Reed: aye
Ms. Singh: aye

Item 7: The draft of the Employee Handbook was then presented to the Board. Several questions were asked regarding the draft and some of the wording in it, and as a result of the changes, it was recommended that the approval be tabled for now. All agreed that was the best course of action until the changes have been made.

Item 8: The next Action Item related to teacher contracts for the 2011-2012 school year. Twelve classroom teachers are to be hired, and the names and salaries of the selected candidates were confidentially shared with each Board member. It is understood that PE and Foreign Language teachers are still being sought in order to fill those positions. Ms. Schnell asked the Board to grant authority to Ms. Hinman, Ms. Silva, and herself to offer the contracts as needed to fill the

vacancies. Ms. Herrera made a motion to grant them the authority to negotiate and fill the teaching positions, Ms. Singh seconded, and the motion was passed.

Ms. Schnell: aye

Ms. Herrera: aye

Ms. Reed: aye

Ms. Singh: aye

It was mentioned that a press release regarding the hiring of the teachers would be a good way to let the community know that Aspen Ridge is moving forward, and Ms. Hinman and Ms. Silva agreed to pursue the idea. It was also mentioned that a "Superkids" event will be taking place in Lafayette soon and that it might be a good idea for Aspen Ridge to have a booth there for continued recruitment efforts.

Ms. Schnell made a motion to adjourn at 6:20PM, Ms. Herrera seconded, and the motion was carried.

Ms. Schnell: aye

Ms. Herrera: aye

Ms. Reed: aye

Ms. Singh: aye