



# ARPS January Board Meeting (1.15.25) Minutes

Aspen Ridge Preparatory School

1/15/2025 4:30 PMMST

@ 705 Austin Avenue, Erie 80516 (Conference Room)

## **Attendance**

### **Present:**

Members: Randy Drennen, Joanne Fenton, Rob Hunt, Liz Locricchio, Rachel Miller, Kayla Reynolds, Eric Rinard, Charla Salmeron, Miguel Zuniga

Guests: Tina Wallace

### I. Call to Order

Meeting was called to order at 4:33 p.m.

#### A. Roll Call

All members present; Mr. Drennen arrived at 5:05pm

#### B. Review and approval of today's meeting agenda

##### **Motion:**

Motion to approve today's meeting agenda

Motion moved by Liz Locricchio and motion seconded by Rob Hunt. Carries in favor 5-0

#### C. Review and approve past meeting minutes

##### **Action Required**

 [ARPS November Board Meeting Minutes.pdf](#)

##### **Motion:**

Motion to approve November Board Meeting minutes

Motion moved by Liz Locricchio and motion seconded by Miguel Zuniga. Carries in favor 5-0

#### D. Owl of the Month Recognition

- Cathy Hellbaum, Administrative Secretary
- Mackenzie Bernhard, 2nd Grade Teacher/Team Lead

#### E. Public Comments

- January is School Board Recognition Month
  - Members of our girl's basketball team presented board members with a basket full of thank you cards, cookies, and a certificate of appreciation.

## II. Consent Items--NA

## III. Reports

### A. Board of Directos

- Randy Drennen--No comments at this time.
- Joann Fenton--Mrs. Fenton shared her experience on the school tour with Neenan Archistructure. Visiting the schools and listening to Neenan's presentation on how they help schools with alignment and processing growth options, she made the recommendation to have a strategic plan review with the current board in order to streamline the school's mission/vision statements, review and update the current strategic plan, and clarify board roles and responsibilities. (Including a SWOT analysis to develop updated goals and objectives for the board.) Mrs. Salmeron is going to reach out to some facilitator candidates in preparation to present to the BoD in February.
- Rob Hunt--No current updates other than taking this time to really absorb and understand as much as possible in regards to current school governance and board responsibilities.
- Liz Locricchio--The Winter Concert was great and having middle school students participate in "Theater Day" seemed to be a great value add.
- Eric Rinard--State permits for the Driveline Project have been issued; We are currently waiting on feedback from the Town of Erie. Mr. Rinard also validated the comments made by Mrs. Locricchio.
- Miguel Zuniga--No comments at this time; any comments will come through financial reporting later in the agenda.

### B. School Leadership

- Mrs. Salmeron, Head of School
  - Enrollment and Lottery Updates
  - Nursing Service Contract with Children's
- Mrs. Miller, Principal
  - PTO Update
    - Fundraising efforts have exceeded the original goal of \$14,500; new goal is set for \$18,000 based on the remaining activities planned for the year. These funds help support staff morale monthly through care packages, drink stations, etc.
  - School Performance Rating (SPF) Update: Submission to the state showing the growth of our non-testing grades (K-2) showed to be a value add for Aspen Ridge. The state moved Aspen Ridge's 2024 SPF to Performance.
- Mrs. Reynolds, Business Manager
  - S&P Global phone call

## IV. Discussion Items

A. Strategic Goal #1: Financial Stability

1. Review Budget to Actuals for November/December (Guests: Tina Wallace)

**Action Required**

 [Monthly Financial Results - Aspen Ridge School, Inc. \(Dec 2024\).pdf](#)

 [Monthly Financial Results - Aspen Ridge School, Inc. \(Nov 2024\) .pdf](#)

**Motion:**

Motion to approve the monthly financial results for November and December 2024

Motion moved by Miguel Zuniga and motion seconded by Liz Locricchio.  
Carries in favor 6-0

2. Ammended FY25 Budget (Presenters: Kayla Reynolds)

**Action Required**

 [FY25 ARPS Budget Revision 12.2024.pdf](#)

**Motion:**

Motion to approve the FY25 ARPS Budget Revision

Motion moved by Miguel Zuniga and motion seconded by Randy Drennen. Carries in favor 6-0

B. Strategic Goal # 3: Operational Governance

1. 2025-2026 Instructional Calendar

Notes to address questions from prior meeting:

- AR 25-26 Calendar has 170 scheduled contact days (1075 hours in total).
- State requirements are an annual minimum of 160 contact days; 1056 hours (Middle School) and 968 hours (K-5).

**Action Required**

 [ARPS 24-25 PK-8 School/Student Calendar-DRAFT.pdf](#)

 [CDE School District Calendar and Instructional Hours Guidance.pdf](#)

**Motion:**

Motion to approve the 25-26 Academic Calendar

Motion moved by Randy Drennen and motion seconded by Liz Locricchio.  
Carreis 6-0

2. Charter School Contract with SVVSD

**Action Required**

 [ASPEN RIDGE- CHARTER SCHOOL CONTRACT 2024.pdf](#)

**Motion:**

Motion to table approval until additional information is acquired

Motion moved by Randy Drennen and motion seconded by Miguel Zuniga. Carries 6-0

V. Upcoming Dates

**Dates on the Horizon**

- 01/15 | ARPS Board Meeting, 4:30pm
- 01/20 | No School in honor of MLK Jr Day
- 01/22 | Girls' B-ball Game (vs TBD), 3:30pm
- 01/23 | MOD Pizza (Hwy 7) Fundraiser, all day
- 01/24 | Breakfast with Dad, Middle School, 7:15am
- 01/27 | Girls B-ball Home Game vs. Ascent, 3:30pm
- 01/27-01/31 | Great Kindness Challenge Week
- 01/28 | Kickoff for the Kids Heart Challenge!
- 02/05 | Character Awards, 8:45am; Early Release, 12:15pm
- 02/12 | Middle School Science Expo, 1:00 - 3:00pm
- 02/12 | ARPS Board Meeting, 4:30pm

**Board of Director Meetings**

*Meetings take place the 2nd Wednesday of every month unless indicated below*

- January 15, 2025 @ 4:30pm
- February 12, 2025 @ 4:30pm
- March 12, 2025 @ 4:30pm
- April 16, 2025 @ 4:30pm
- May 14, 2025 @ 4:30pm
- June 11, 2025 @ 4:30 pm
- July 16, 2025 @ 4:30pm
- August 13, 2025 @ 4:30pm
- September 10, 2025 @ 4:30pm
- October 15, 2025 @ 4:30pm (Annual Meeting)

VI. Executive Session: Personnel matters regarding Head of School annual evaluation § 24-6-402(4)(f)(I), C.R.S.

***Action Required***

 [Open Meetings Law Handout.pdf](#)

**Motion:**

Motion to move into Executive Session: Personnel matters regarding Head of School annual evaluation § 24-6-402(4)(f)(I), C.R.S.

Motion moved by Eric Rinard and motion seconded by Liz Locricchio. Carries in favor 6-0

**Motion:**

A motion was made to exit executive session was made at 7:10pm.

Motion moved by Eric Rinard and motion seconded by Liz Locricchio. Carries in favor 6-0

**Motion:**

A motion was made to create a sub-committee (Performance and Compensation for Head of School). This sub-committee is compromised of Joanne Fenton and Rob Hunt. This sub-committee is charged with reviewing current evaluation practices, investigating best practices, and bringing a recommendation to the Board of Directors at the February meeting for the Head of School's annual evaluation.

Motion moved by Miguel Zuniga and motion seconded by Randy Drennen. Carries in favor 6-0

VII. Board Meeting Adjournment

**Motion:**

A motion to adjourn January's board meeting was made at 7:18pm.

Motion moved by Randy Drennen and motion seconded by Liz Locricchio. Carries in favor 6-0