Edu-Prize School Minutes of the Board Meeting Jan. 10, 2012

Members in attendance:	JoAnna Curtis (telephonic) Ann Peschka Joyce Fox Fred Pinkney Paul Robershotte (telephonic) Sherry Simon Chad Haywood
Members not in attendance:	None
Non-members in attendance:	Sheri Drew Lynn Robershotte Barbara Duncan Kendis Muscheid

The meeting was held per posted agenda and webpage at 580 W. Melody Ave., Gilbert AZ, 85233.

The meeting was called to order by President Joyce Fox at 8:35 a.m.

No PTN Report was given.

Minutes: The minutes were reviewed and Ann Peschka motioned the minutes be approved with one change. Fred Pinkney seconded and the Board unanimously approved.

Consideration of Expenditures and Disbursements: Sherry Simon motioned that we approve the disbursements and expenditures as presented and Fred Pinkney seconded the motion. The Board unanimously approved and initialed appropriately.

Consideration of approval for school assets: Kendis informed the Board that the definitive agreements were affected Jan. 6, 2012.

Consideration of Mesa Lease and Name: Dr. Robershotte discussed the proposed Washington Activity after and before school programs that would be provided by the school. The operation would be from 7:00 a.m. – 8:00 a.m. for free breakfast. The school day would be from 8:00 a.m. – 3:45 p.m. Homework and tutoring for attending students would be done from 3:45 p.m. to 6:00 p.m. The open after school program for community children, including non-enrollees would run from 4:00 p.m. to 6:00 p.m. All intersession and summer programs would run from 10 – 2. We would pay the staffing expenses for the before, after, and summer school programs. One night a week the community would have access to the WAC from 6 – 8 p.m. We will present the school

calendar at the next Board meeting. Dr. Robershotte and Dr. Duncan will be meeting tonight with the community members at WAC. Kendis stated that the insurance issues will be different for this school especially based on the after school programs with other students and camps.

Dr. Robershotte asked that the new name be approved and adopted officially by the Board as STEP UP SCHOOLS, Inc. aka STEP University Prep as of July 1, 2012. Joyce Fox made a motion to do so, and Sherry Simon seconded. The Board unanimously approved. Kendis stated that although the name change and legal asset changes will occur in June, she will effect necessary changes and do notifications as needed now regarding the name. Dr. Robershotte stated we will have to coordinate this with the state.

Consideration of letters to the Board: None

Consideration of Contracts: Ann Peschka recommended Dr. Robershotte make the Board a proposal for what would be considered in the projected budget.

Consideration of Resignation: She would like to be considered for a consultant role in the future. Lynn Robershotte's letter was read and is resigning from the non-profit effective June 30, 2012. She also asked the Board for her sick-leave buyout. Sherry Simon motioned that we accepted the letter of resignation with award the sick leave buy-out. Chad Heywood seconded the motion. The Board unanimously approved.

Consideration of Handbook: Tabled and will be presented next month. The administrative team is meeting and reviewing the current handbook.

Review of Financial Reports: Dr. Robershotte reported that we are doing somewhat better financially this year and are a little in the black due to the 92 more children we have this year over last year. Sheri Drew also had saved the Board over $100,000 from property tax. We have also had some reduction in salaried expenses from recent retirements. Sheri Drew presented the financials and the Board reviewed and discussed.

Superintendent Report: Complete

Call to public:

Sherry Simon asked about Board configuration for the new school and at Gilbert. Dr. Robershotte encouraged all of the current Gilbert Board members to be on the non-profit Board and or serve as an executive committee to advise the Board in Gilbert. Sherry Simon declined this offer to sit on the Board at the Mesa school, but still would like to be involved in an advisory capacity. Chad Heywood stated he does political consulting and would like to continue as a Board member in Mesa. Ann Peschka would like to continue as a Board member in Mesa. Joyce Fox would like to think more about this decision. Fred Pinkney would like to continue as a Board member in Mesa. Lynn stated that it would be nice to also have a local community member from that area and a parent to

participate on the Board going forward. Ann Peschka stated that if a Board member was not going to stay on the Board to please let the Board know in writing before June 30th.

Dr. Robershotte will ask the Board to consider if we want to consider uniforms or at least T shirts for the Mesa school in a future meeting.

Joyce Fox motioned that the Board adjourn at 9:38 p.m. and Sherry Simon seconded. The Board unanimously approved.

The Board meeting reconvened at 9: 42 a.m.to address one item that was not addressed. Through mutual agreement of the purchaser and seller, the date of the parent notification by the purchaser, will be Jan. 10, 2012. Joyce Fox moved that parent notification be allowed by mutual agreement of the non-profit Board, effective immediately. Sherry Simon seconded the motion. The Board unanimously approved.

The Board again adjourned at 10:20 with a motion by Ann Peschka, a second by Sherry Simon, and a unanimous approval by the Board.

JoAnna Curtis, Board Secretary

Date 1/11/12

Edu-Prize School Minutes of the Board Meeting February 9, 2012

Members in attendance:	JoAnna Curtis Ann Peschka Joyce Fox Fred Pinkney Paul Robershotte (telephonic) Sherry Simon
Members not in attendance:	Chad Haywood
Non-members in attendance:	Sheri Drew Lynn Robershotte Barbara Duncan Robbie McCamman Terri Lymer

The meeting was held per posted agenda at 580 W. Melody Ave., Gilbert, AZ, 85233.

The meeting was called to order by President Joyce Fox at 1:52 p.m.

Minutes: The minutes were reviewed and Ann Peschka motioned the minutes be approved with the name change to reflect the correct name adopted as STEP UP SCHOOLS, Inc. JoAnna Curtis seconded with unanimous approval by the Board.

Consideration of Expenditures and Disbursements: Ann Peschka motioned that we approve the distributions and expenditures as presented, and Fred Pinckney seconded the motion. The Board unanimously approved and initialed appropriately.

Consideration of Resignations: Letters of resignation from SR, DP, and CS were approved with a motion by Joyce Fox and a second by Sherry Simon. The Board unanimously approved.

Consideration of IT Proposal: Jeremy Atkin and Mark Shaman presented an IT proposal for the Mesa STEP UP Site. Fred Pinkney motioned that the STEP UP purchase the VDI and MPLS systems. Sherry Simon seconded the motion, and the Board unanimously approved.

Consideration of Calendar for the STEP UP school: The proposed calendar follows the Mesa Public Schools calendar and has 200 days. Joyce Fox motioned to accept the calendar and Fred Pinkney seconded the motion. The Board unanimously approved.

Consideration of Change to Articles of Incorporation: JoAnna Curtis motioned that we modify our Articles of Incorporation to include our new name as STEP UP SCHOOLS. Inc. and Joyce Fox seconded. The Board unanimously approved.

Consideration of Letters to the Board: A letter from JD regarding maternity leave was reviewed by the Board. The will follow Board policy and so did not require action by the Board, and it was note that one-fourth of her addendum may be affected. A letter from Lindsay Burnett regarding her absence on January 6, 2012 was reviewed by the Board.

Consideration of Contracts: Dr. Lynn Robershotte proposed offering contracts to Tasha Gant for the principal and 3/4 teacher position, Lulu Block for the 1/2 teacher position and Tina Lang for the K teacher position for the STEP UP school. She informed the Board of all that she is requiring of the new staff in preparation for the new school including extensive reading, becoming bi-lingual and attending Landmark training. Her recommendation is a 20 to 30 percent increase in their current contract pay due to the extensive requirements, necessary expertise, and longer calendar. Sherry Simon suggested that the contracts also include a penalty if an educator does not fulfill a contract. Sherry Simon motioned to let Dr. Robershotte have the ability to provide contracts which include stipend schedules which reflect their competency in targeted areas. Joyce Fox seconded the motion, and the Board unanimously approved.

Consideration of Master Teacher Status: Dr. Robershotte asked the Board to consider putting LB and TL in the Master Teacher Status this year upon signing of their STEP UP contracts for next year. JoAnna Curtis motioned for a 10% increase in the annual salary of the stated teachers for the 2011 – 12 school year and a Master Teacher Status. Sherry Simon seconded the motion, and the Board unanimously approved.

Contract for CEO was tabled for a future meeting.

Consideration of Uniforms for the STEP UP school: Joyce Fox motioned for simple uniforms to be agreed upon by the Board at a later date. Sherry Simon seconded the motion, and the Board unanimously approved.

Consideration of Student Handbook: JoAnna Curtis made a motion to accept the suggested changes to the handbook, and Ann Peschka seconded the motion. The Board unanimously approved.

Review of Financial Report: Sheri Drew presented the Financial Report.

Superintendent's Report: Dr. Robershotte presented information regarding specifics on the Mesa campus.

Principal's Report: Robbie McCamman presented the Principal's Report.

Curriculum Report: Terri Lymer presented the Curriculum Director's Report with a focus on how all schools are going to move into the CCSS.

Facilities Report: Barbara Duncan presented the facilities report. She presented information on the IRS issue.

Call to public: None

Meeting adjourned at 4:02.

JoAnna Curtis, Board Secretary

2/10/12

Date