



Working Session Agenda

March 10, 2011

1:00 – 6:00 PM – Highlands Ranch Library

- Welcome and preliminary business (1:00 - 1:05) - Jason Sanders
- Taste testing from Lunch on the Go (no presentation) (1:00 – 1:20) – Kimberly
- Intro to budget and Tasks & Deadlines (1:05 – 1:20) – Jason Sanders
- Grants (1:20 – 1:20) – Paige Brock
 - Can't ask for \$, need a specific project (ie. Early literacy, art, music, science)
 - Tie request to our vision and mission
- Curriculum (1:40 – 2:10) - Paige Brock
 - Fall Expo – Fri. Sept 30th
 - Science Fair
 - Beginning of Feb
 - K – 3 Non-competitive
 - 4-6
 - 7-8 Regionals
 - 8th grade provide a written paper?
 - Trips
 - 6th – Outdoor Ed trip (Keystone, Estes Park, 100 Elk)
 - 7th - Science Related also TBD
 - 8th – Washington DC, Sea Camp, Philadelphia? Only grade to fly
- Technology (2:10 - 2:40) - Jason Sunahara
 - What elements are we purchasing?
 - ipad for older grades and itouch for K?
 - What is being added as part of the building?
 - Software?
 - Will check into software requirements for the assesments
 - Bob will work with Sunahara on the lab computers
- Policies (2:40 – 3:10) – Jason Sanders
 - Jason will take over the policies and will write them
- Discuss admin structure (3:10 – 3:40) – Bob Barber/Jason Sanders
 - Business manager role in house or hired out
 - Business manager and book keeper
 - Office staff?
 - Financial management systems
 - Custodian is maitanence / emergency clean up, suggest hiring a night cleaning crew
- Facility & Fixtures (3:40 - 4:10) - Matt Matherley
 - Bob will check with his vendor

“Tell me and I forget. Teach me and I remember. Involve me and I learn.”



- All fixtures to Matt (same order)
- Preschool (4:10 – 4:30)
 - When to order equipment – with fixtures
 - How to pay for it? Sunahara working on line of credit
 - Will hire director after AD and lead teachers
 - 128 spots available, only 50 apps so far.
- Finalize and complete Tasks & Deadlines (4:30 – 5:00) - Jason Sanders
- Final discussion (5:00 – 6:00)
- Overflow from previous items
 - Recruiting
 - Enrollment
 - Fundraising – Looking for corporate sponsors!

“Tell me and I forget. Teach me and I remember. Involve me and I learn.”