***SUMMIT COUNTY PRESCHOOL BOARD MEETING***
***AGENDA August 18, 2026***

**Call to Order 90 minutes** for regular meeting, 5:45 pm-7:45 pm

**School Staff Present:** Jennifer and Demetria
**Community Members Present:** N/A
**Board Members in Attendance:** Angela, Ciara, Aaron, John, Kale (virtual)
**Board Members Not in Attendance:** Dylan, Grant, Tanya

**Next Meeting Date:** 09/22/2026

**Parent/Public Comment:** (Process: Individuals are given 10 minutes each to speak at the beginning of each board meeting. The board takes any issue identified under advisement and will get back to the individuals at a later time.)

**Welcome from Chair** (Tanya: 5 minutes)

- Introductions: Name, Role
- Take this part out of the next agenda

**Secretary Report (Ciara: 5 minutes)**

- Review and approve the June meeting minutes- Angela move to approve, Aaron second
- Review and approve the July meeting minutes- John move to approve, Jessica second
- Agenda updates
    - If someone wants to share something please get this information to Ciara ahead of time and let her know how much time you will need

**Treasurer's Report** (John: 10 minutes)

- June & July were both positive - meaning we expanded our surplus for this school year - still over $100,000- this is on top of our assets before.
    - July positive for about $8,000
    - Favorability continues to be driven by less than expected staffing expenses.

- Budget
    - Jennifer still working on this
    - Important to ensure that enrollment is at its peak
    - Andrew is out of town until Sept 7th, but Drake is available for support while he is out
        - This has limited how many finance meetings have been able to happen which is also delaying the budget
- Tuition Increases
    - Handbook states that we can only increase tuition in September, and would have to had notify families in June
        - Due to this, we cannot increase tuition right now
    - Handbook says Q3 of the calendar year, change this to end of May or beginning of June to provide more clarity
- Only Issue: We have unpaid tuition that needs to be collected.
    - $2,212 from 2 family over 60 days late
    - $14,838 from 11 families
    - 4 of these families owe more than $2000 in unpaid tuition
    - Discussed how to address:
        - Payment plans are possible as outlined in the parent handbook
        - Jennifer will look into this further, will outreach families, and create unique plans
        - Explore if there is an issue with auto-pay
        - There are also a few families who did not complete their tuition assistance with ECO, so they may not have assistance for August, but should have it for September
- School Year-to date summary
    - Tuition: $534,380
    - Tuition Subsidy: $805,285
    - Grants & Fundraising: $294,387
    - Staffing Expense: $1,270,681
    - Program Expense: $81,708
    - All other: $158,693

**Director Update** - (Jennifer: 60 minutes)

- Tanya and Jennifer are doing 1:1 meetings weekly
    - Topics focus on enrollment, budget, etc.
- Parent Handbook
    - Jennifer sent this out to the board, and the board was offered the option to provide feedback
        - Jennifer clarified that SCP was not a part of FERPA for confidentiality law

- Clarification around mental health consultation
    - Headstart partnered with Blue Sky Behavioral Group
        - Consulting on classroom management skills and support as well as unique child needs
        - SCP should get about 30 hours per year
- Suspension clarification
    - Temporary suspension due to behavior is approved by state licensing
    - "Prohibits or severely limits"- language seems to be contradictory
        - Jennifer is going to do more research and come back with the rationale for this
        - Found a law from 2019 that further explains these restrictions
        - Clarification around parents behavior vs. child behaviors
    - Discussion around trauma training for teachers and other trainings to better support challenging behaviors in the classroom
- Priority waitlist
    - Conversation about Vail Staff- this was a carry over and they were being offered 10% discount
        - If we chose to change this, there are a few families on the waitlist that would fall into this category. They would be grandfathered it, but otherwise it will be removed
        - Discussion if we should change this to families who live in Frisco or other options
            - Concerns around the challenges with proving residency in Frisco and not county
        - It was decided to remove Vail Staff from priority waitlist
- Dress Code
    - Clarified sleeve-less shirts and provided other clarification to staff
- Tuition subject to change at anytime language
    - John offered an alternative language, "In extraordinary circumstances beyond SCP's reasonable control, SCP may adjust tuition outside the schedule above with at least 30 days' written notice; families may withdraw without penalty before the effective date. Any such adjustment requires approval by the board."

        - Cleared up tuition and meal expenses so that it is more clear
            - SCP cannot charge headstart families even for field trips- can ask ECO to subsidized
            - Learning more about families paying for formula, and if this is covered in other funding opportunities
        - Enrollment
            - Concerns that parents are not disclosing that their children are transitioning to the school district preschool
            - Possible June 1st deadline to inform SCP- if they don't let us know, then there is a penalty of having to pay through September
            - Jennifer talking more to ECO about what the other centers are doing to match that language
            - Concerns discussed about parents making a last minute decision not out of lack of communication but that a spot opened up at the last minute or the family was not aware of the option until after the deadline
- Employee Tuition Discounts
    - Language is important in the employee handbook
    - Most centers make it so that families have a fee no matter what, even with the fees and subsidies
    - Jennifer and Tanya ran some numbers to determine what is in the best interest of the school
    - Will continue to explore and run different scenarios
    - *Will address at next board meeting*
- Emergency Ops
    - Emergency Drills
        - Are happening
        - Need to clarify staff roles during these situations- Jennifer met with lead teachers and clarified their roles this morning
            - Jennifer is ending a follow up email to prove these conversations have happened
        - Evacuation plans in and out of neighborhood
            - Will learn more in PD with ECO
            - SCP is hoping that the Senior Center can be the out of neighborhood evacuation location
    - Emergency Contact
        - Maricela - out of county contact
    - ECO is doing their county wide PD on this in September, where more information will be gathered
- Looking Ahead
    - Staff Salaries

        - Looking at raises and bonuses based on performance and not only on continued education
    - How much revenue from each classroom
        - Discussion on expanding enrollment in the 3s and 4s classroom, but still figuring out logistics with state licensing
        - Possibly explore switching classrooms based on space
    - Fees for ages or not wholesale
        - Continuing to explore
    - Enrollment - Vacancy
    - May be able to bill additional staff trainings fees and payroll hours to ECO/Headstart
    - Hiring
        - Better job descriptions on the website
        - Updated Linked In
        - One staff on workman's compensation
        - Looking to hire a full-time Lead Floater which would support with state licensing requirements
        - Close to hiring program coordinator- only posted internally
    - If staff come to board members, everyone agrees to redirect to school admin staff

**Fundraising** (Ciara covering for Dylan: 15 mins)

- Chipotle Fundraiser - Sunday, August 30th - 4-8pm.
    - This is coming up next Sunday! Flyers are attached and I'd love your help spreading the word to your networks over the next 10 days. As a reminder, we only get the credit if the person says "Summit County Preschool" at the cash register or uses the code on their online checkout.
    - Volunteers needed:
        - I would like to position a few parents (and kids if possible) outside of Chipotle in Silverthorne to remind folks as they walk in to say Summit County Preschool at checkout. We could have some small flyers or even little slips of paper prepared to hand out with that reminder and *I was thinking we could have a classroom make a big sign - @Jennifer & @Demetria: can you have a class make a big sign?*
        - Here's a volunteer sign up grid - can some folks on the board sign up and if we still need folks, *Jennifer & Demetria could you print out and put at the front of the school and ask parents to sign up?*

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| Sunday, August 30th Chipotle Promotion | | |

| Time | Volunteer #1 | Volunteer #2 |
|---|---|---|
| 4-5pm | Dylan Roberts (and Claire) | |
| 5-6pm | | |
| 6-7pm | | |
| 7-8pm | Dylan Roberts (and Claire) | |

- *Thank you cards for Touch-A-Truck needed!*
    - Jennifer, wanted to give you a few weeks to settle in before this ask but now that we're almost two months out from Touch-a-Truck, could you and Demetria have the classes work on some thank you cards/posters to go to the folks that brought trucks for Touch-A-Truck? We need thank yous for:
        - Summit County Sheriff
        - Summit Stage
        - Town of Frisco
        - Frisco Police
        - Summit Fire & EMS
        - Xcel Energy
    - One per classroom
- Breakfast with Santa
    - Scheduled for December 5th, 2026.
    - No major action needed at this time other than sponsorship and/or silent auction recruiting - any help from the board on this is welcome and appreciated!
- Grants
    - Jennifer submitted two grants last week
        - Both were Town of Frisco oriented- one is a mini-grant through Summit Foundation
        - Jennifer working to create more organization around grants for the future
        - Asking for $80,000 from Town of Frisco- capital improvements
            - Flooring and paint specifically
            - Staff will explore sidewalks
        - $5000 for the mini-grant
            - Ceiling fans

**Board Topics**

- Cameras in the classrooms and in the back
    - Exploring legality around this
- Time Keeping and management of board meetings in the future

**Executive Session**

**Board of Directors**

Tanya Krempel-Board Chair/School parent
tanya@summitcountypreschool.com
Aaron Olthoff-School Parent
aaron@summitcountypreschool.com
Kale Wagner - School Parent
kale@summitcountypreschool.com
Grant McCay - School Parent
grant@summitcountypreschool.com
Dylan Roberts-Fundraising and School Parent dylan@summitcountypreschool.com
Ciara Odom-Secretary/Community Member
ciara@summitcountypreschool.com
Jessica Holley-School Parent
jessica@summitcountypreschool.com
Angela Boag-School Parent
angela@summitcountypreschool.com
John Craig-Tresaurer- School Parent
john@summitcountypreschool.com