

BOARD OF DIRECTORS MONTHLY MEETING MINUTES

December 17, 2014

The Board of Directors of Aspen Ridge Preparatory School, Inc. held a Board Meeting on Wednesday December 17, 2014 at Aspen Ridge Prep School in Erie, Colorado. The session was posted and advertised so that any public interested in attending the meeting or in making a public comment had that opportunity.

OUR MISSION:

"We are travelers on the Aspen Ridge Trailways. It is our mission to think independently, participate in our integrated world, and achieve individual goals in order to gain knowledge and understanding. We will approach challenges with confidence and assist others in our community while learning and growing together on the trail of success."

ITEM 1.1 - CALL TO ORDER/ROLL CALL

A quorum of Board members was present. With Mr. Massarotti presiding, the meeting was called to order at 4:08pm.

BOARD MEMBERS PRESENT:

Mr. Glenn Massarotti, Board President
Mr. Eric Guerrero, Board Vice-President
Ms. Krista Burnell, Treasurer
Dr. Dana Laursen, Board Member
Ms. Gina Dattilo, CFO/Ex-Officio (non-voting) - excused
Dr. Bill Rader, Ex-Officio (non-voting)

BOARD MEMBERS ABSENT:

Ms. Cam Campbell, Board Member
Ms. Pam Richau, Principal

ITEM 1.2 REVIEW AND APPROVAL OF AGENDA

Mr. Massarotti requested a change to the agenda to add item 7.5 – Hiring of Suzi Lambert. Mr. Guerrero made a motion to add agenda item 7.5 – Hiring of Suzi Lambert. Ms. Burnell seconded.

Mr. Massarotti – aye
Dr. Laursen - aye
Ms. Burnell – aye
Mr. Guerrero – aye

The motion carried unanimously.

ITEM 1.3 - REVIEW AND APPROVAL OF MINUTES November 19, 2014

Ms. Burnell made a motion to approve the minutes as written. Mr. Guerrero seconded.

Mr. Massarotti – aye
Mr. Guerrero – aye
Dr. Laursen – aye
Ms. Burnell – aye

The motion carried unanimously.

ITEM 2 – RECOGNITION AND AWARDS

2.1 Teacher of the Month

Mr. Massarotti recognized Danielle Debord as the November 2014 Teacher of the Month.

2.2 Student of the Month

Mr. Massarotti recognized all of the November 2014 Owl-standing Student of the Month recipients.

ITEM 3 - REPORTS

3.1 Reports from Individual Board Members:

1. Mr. Guerrero – none.
2. Dr. Laursen – none.
3. Ms. Burnell – reported that she met with Gina to review all reconciliations from the bank accounts through November 2014.
4. Mr. Massarotti – none.

3.2 Report from the Principal: (see attached Principal report at end of minutes).

ITEM 4 – PUBLIC COMMENTS: None

ITEM 5 – EXECUTIVE SESSION:

Mr. Massarotti made a motion to move the meeting into Executive Session for the purposes of discussing personnel issues and strategic planning for the school. Mr. Massarotti, Dr. Laursen, Mr. Guerrero, Ms Burnell, Dr. Rader and Ms. Dattilo were invited into executive session. Mr. Guerrero seconded.

Mr. Massarotti – aye
Dr. Laursen – aye
Mr. Guerrero – aye
Ms. Burnell - aye

The motion carried unanimously. The executive session began at 4:18pm.

The board adjourned executive session at 4:59pm. The public was allowed back into the meeting.

ITEM 6 - ACTION ITEMS:

Dr. Laursen made a motion to amend the agenda to add an action item to accept the recently submitted resignation of Ms. Richau. Mr. Guerrero seconded.

Mr. Massarotti – aye
Dr. Laursen – aye
Mr. Guerrero – aye
Ms. Burnell - aye

The motion carried unanimously.

6.1 Acceptance of resignation of Ms. Richau – Mr. Massarotti discussed that the board is saddened by Ms. Richau's decision to resign her position of principal but truly thanks her for her dedication and loyalty in leading the school and wishes her best luck in her future endeavors.

Ms. Burnell made a motion to accept the voluntary resignation of Ms. Richau. Mr. Massarotti seconded.

Mr. Massarotti – aye
Dr. Laursen – aye
Mr. Guerrero – aye
Ms. Burnell - aye

The motion carried unanimously.

6.2 Review and Approval of Upper School Site Plans and \$15,000 Additional for Construction Drawings.

Mr. Guerrero made a motion to approve the Upper School Site Plans and \$15,000 Additional for Construction Drawings. Ms. Burnell seconded.

Mr. Massarotti – aye
Dr. Laursen – aye
Mr. Guerrero – aye
Ms. Burnell – aye

The motion carried unanimously.

ITEM 7 - CONSENT AGENDA ITEMS:

- 7.1 Approval of Budget to Actual – July 1, 2014 through September 30, 2014
- 7.2 Approval of Check Detail – October through November 2014
- 7.3 Approval of Checking Account Reconciliation Reports – August, September, October and November 2014.
- 7.4 Approval of Offer of Employment for Gifted and Talented Coordinator.
- 7.5 Approval of Offer of Employment for Suzie Lambert.

Mr. Guerrero made a motion to approve the Consent Items. Dr. Laursen seconded.

Mr. Massarotti – aye
Dr. Laursen – aye
Mr. Guerrero – aye
Ms. Burnell – aye

The motion carried unanimously.

ITEM 8 - DISCUSSION ITEMS:

8.1 Review and Discussion of Proposed Position Descriptions

Dr. Rader discussed the Executive Principal position and noted it will be on the agenda for approval for the January board meeting.

8.2 Other Items or Requests from Board Members

None.

ITEM 9 – ADJOURNMENT:


Ms. Burnell motioned to adjourn at 5:18pm. Mr. Guerrero seconded.

Mr. Massarotti – aye
Dr. Laursen – aye
Mr. Guerrero – aye
Ms. Burnell – aye

The motion carried unanimously.

—END OF MINUTES—

APPROVED 1-21-12

 PRESIDENT