



BOARD OF DIRECTORS MONTHLY MEETING MINUTES

November 18, 2015

The Board of Directors of Aspen Ridge Preparatory School, Inc. held a Board Meeting on Wednesday, November 18, 2015 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 4:12pm.

BOARD MEMBERS PRESENT

Mr. Glenn Massarotti, Board President
Ms. Krista Burnell, Treasurer
Mr. Mike Mazzocco, Board Member
Dr. Bill Rader, Ex-Officio (non-voting)
Ms. Traci Silva, Ex-Officio (non-voting)
Ms. Kera Pratt, Ex-Officio (non-voting)
Ms. Gina Dattilo, CFO/Ex-Officio (non-voting)

BOARD MEMBERS ABSENT.:

Mr. Eric Guerrero, Board Vice-President, excused

ITEM 1.2 REVIEW AND APPROVAL OF AGENDA

Mr. Mazzocco made a motion to approve the Agenda as written. Ms. Burnell seconded.

Mr. Massarotti – aye
Ms. Burnell - aye
Mr. Mazzocco - aye

The motion carried unanimously.

ITEM 1.3 REVIEW AND APPROVAL OF MINUTES October 26, 2015

Mr. Mazzocco made a motion to approve the October 26, 2015 minutes as written. Ms. Burnell seconded.

Mr. Massarotti – aye
Ms. Burnell - aye
Mr. Mazzocco - aye

The motion carried unanimously.

ITEM 2 – RECOGNITION AND AWARDS

2.1 Teacher of the Month – Mr. Massarotti recognized Ms. Carrie Cantwell as Teacher of the Month for November.

ITEM 3 – REPORTS

3.1 Report from Individual Board Members

Ms. Burnell – Ms. Burnell noted that Ms. Dattilo has been working hard on the grant and that she will be reviewing bank statements in the next few weeks.

Mr. Massarotti – Mr. Massarotti noted that due to Mr. Guerrero's work schedule he has requested to remove himself from the board. He noted that he has been very proud of the accomplishments of the school over the last several years. He wanted to thank the Board Members, the Administration, Parents and Teachers.

Mr. Mazzocco – none.

3.2 Report from the Principal – see attached principal report.

ITEM 4 – ACTION ITEMS

4.1 Review and Approval of Offers of Employment

Ms. Burnell made a motion to approve Rebecca Mayo-Cody as the school's part time counselor. Mr. Mazzocco seconded.

Mr. Massarotti – aye
Ms. Burnell – aye
Mr. Mazzocco - aye

The motion carried unanimously.

4.2 Appointment of “delegated representative” for 3-year contract negotiations

Ms. Burnell made a motion to approve Ms. Dattilo as the delegated representative for 3-year contract negotiations. Mr. Mazzocco seconded.

Mr. Massarotti – aye
Ms. Burnell – aye
Mr. Mazzocco - aye

The motion carried unanimously.

4.3 SVVSD capital bond – ARPS requests for funding

Ms. Burnell made a motion to approve the participation in the bond request in the SVVSD capital bond – ARPS requests for funding and the four projects to be proposed to the district including funding for a café-gymnasium, blinds throughout the school for safety for lower and upper school, purchasing of land and construction of additional parking and finishing our athletic fields. Mr. Mazzocco seconded.

Mr. Massarotti – aye
Ms. Burnell – aye
Mr. Mazzocco - aye

The motion carried unanimously.

4.4 Approval of Conflict of Interest Policy and Board Code of Ethics

Mr. Mazzocco made a motion to approve the conflict of interest policy and board code of ethics. Ms. Burnell seconded.

Mr. Massarotti – aye
Ms. Burnell – aye
Mr. Mazzocco - aye

The motion carried unanimously.

ITEM 5 – DISCUSSION ITEMS

5.1 Grade of the Month – Kindergarten – Ms. Hays, Ms. McKenzie and Ms. Wells presented a slideshow of the great things going on in Kindergarten at Aspen Ridge.

5.2 Draft 2014/2015 Audit – Ms. Dattilo noted that the audit is going well and the district is finishing their audit and then will finalize the charter audits. The projected ending fund balance after Tabor, debt service obligations are approximately 21%.

5.3 2016/2017 Projected Enrollment - Dr. Rader discussed that annual projections need to be done by mid-March each year and is reviewing the enrollment projections currently with the new building and expansion to 7th grade. Dr. Rader noted that we are looking at increasing our preschool from 2 classes to 4 classes. Dr. Rader noted that while we aim for 22 average in each class, we aim to enroll

two additional in each class as the trend is that a school will lose approximately 10% of enrollment over the summer over moves, etc.

5.4 Enrollment open houses and lottery – Dr. Rader mentioned that we have assigned the open house meetings and the lottery will be held between January 15th and February 15th and that date to be determined shortly. The intent to enroll forms will go out next week for current students to then determine slots available for the lottery process.

5.5 Other items from Board Members

ITEM 6 – EXECUTIVE SESSION

6.1 An executive session for the purpose of discussing an employee request

Mr. Massarotti made a motion to adjourn into Executive Session at 4:51pm. Ms. Burnell seconded.

Executive Session was adjourned at 5:13pm and moved back into public session.

ITEM 7 – ADDITIONAL ACTION ITEMS:

7.1 Discussion and decision regarding employee request Ms. Burnell made a motion to deny the employee request from Executive session. Mr. Massarotti seconded.

Mr. Massarotti – aye

Ms. Burnell – aye

Mr. Mazzocco - aye

The motion carried unanimously.

ITEM 8 – OTHER ITEMS (time permitting):

8.1 Public Comments

Two individuals made public comments.

ITEM 9 – ADDITIONAL ACTION ITEMS:

Mr. Massarotti motioned to adjourn at 5:20 pm. Mr. Mazzocco seconded.

Mr. Massarotti – aye

Mr. Mazzocco – aye

Ms. Burnell - aye

The motion carried unanimously.

—END OF MINUTES—

APPROVED: 12-16-15
