



## **BOARD OF DIRECTORS MONTHLY MEETING MINUTES**

**September 16, 2015**

The Board of Directors of Aspen Ridge Preparatory School, Inc. held a Board Meeting on Wednesday, September 16, 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 4:36pm.

#### **BOARD MEMBERS PRESENT**

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

#### **BOARD MEMBERS ABSENT.:**

### **ITEM 1.2 REVIEW AND APPROVAL OF AGENDA**

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

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

The motion carried unanimously.

Ms. Burnell joined the meeting at 4:48PM.

### **ITEM 1.3 – PUBLIC COMMENTS**

#### **ITEM 1.4 - REVIEW AND APPROVAL OF MINUTES August 26, 2015**

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

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

The motion carried unanimously.

### **ITEM 2 – REPORTS**

#### **2.1 Reports from Individual Board Members**

Mr. Guerrero – none.

Ms. Burnell – mentioned she has been working with Ms. Dattilo to get online payments via RevTrak up and running and we would be testing that out this week. Ms. Burnell also mentioned that Ms. Dattilo and team have been working very hard processing all the fee and tuition checks from August and September.

Mr. Massarotti – none.

Mr. Mazzocco – none.

**2.2 Report from the Assistant Principal** – see attached Principal Report from Ms. Pratt.

### **ITEM 3 – ACTION ITEMS**

#### **3.1 Appointment of Executive Principal**

Ms. Burnell made a motion to appoint Ms. Traci Silva as Executive Principal. Mr. Mazzocco seconded.

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

The motion carried unanimously.

#### **3.2 Approval of Wellness Committee members and fundraising**

Ms. Sasser discussed that there is a fun run Fire up your Feet that the Wellness Committee is looking at for a fundraising and she would like to tie it into the 100 mile club.

Mr. Guerrero made a motion to approve the Wellness Committee members – Staff members: Amy Sasser, Katie Wells, Julia Reed, Jessica Manzaneres, Brandin Torbeck Parent Members: Cathleen Corbin, Laura Krajca, Alison Medina, Jen Bednar, Jeanna Dietz, Jianna Wright, Megan Lane, Andi Johnson, Jennifer Jones and Morgan Sharp. Mr. Mazzocco seconded.

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

The motion carried unanimously.

### **3.3 Approval of FY16 fundraising budget**

Ms. Burnell made a motion to approve the FY16 fundraising budget. Mr. Guerrero seconded.

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

The motion carried unanimously.

### **3.4 Review and approval of teacher stipends for after school enrichment classes**

Mr. Burnell made a motion to approve the concept of allowing teachers to teach after school enrichment classes for stipends as long as there is a break even point and equitable stipends for staff. Mr. Guerrero seconded.

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

The motion carried unanimously

## **ITEM 4 – DISCUSSION ITEMS**

### **4.1 Upper School Communications**

Mr. Massarotti discussed there was feedback from the parents requesting more information as to what the plans are for the upper school. Mr. Guerrero would like to see another information night for upper school interested families. Ms. Silva stated she would take on the task and would look into sending out information also on regular messenger updates to families.

#### **4.2 Playground / sports field planning discussion**

Mr. Massarotti discussed that the board had a planning session to discuss options for future fields and planning for playgrounds and discussed that there are options for obtaining grants and once the new building is close to end of construction and the budget is more accurate we can discuss options for the plan.

#### **4.3 Grade of the month / Employee of the month**

Mr. Massarotti discussed bringing in Grade Level teachers into the board meetings each month to discuss the exciting things going on in each grade level and what the board can do to make things better as a general discussion item. Mr. Massarotti also discussed the Employee of the month award that the board recognizes for those staff members going above and beyond and it is based on peer recommendation.

#### **4.4 Other items from board members**

Ms. Burnell noted she would be out of town on October 22<sup>nd</sup>. The board set the agenda for Monday October 26<sup>th</sup>.

#### **ITEM 5 - ADJOURNMENT:**

Mr. motioned to adjourn at 6:24 pm. Mr. seconded.

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

The motion carried unanimously.

---END OF MINUTES---