

# CLASSICAL PREPARATORY SCHOOL

## EXECUTIVE BOARD MINUTES

December 14, 2021, at 10:00 a.m.

*Classical Prep Campus (Borealis building) and Google Meets call*

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**MEMBERS PRESENT:** Will Rodriguez (by phone), James Blair (by phone), Carmen Mir (by phone)

**MEMBERS ABSENT:** James Grant

**STAFF PRESENT:** Stacie McIntyre, Gabrielle Lewis (by phone), Jasmine Brightman, Mary Ferrante (by phone), Nichole Pockrus

**OTHERS PRESENT:** Anne Corcoran (by phone)

### Call to Order

The meeting was called to order at 10:02am

### Approval of Minutes

- Motion by Will Rodriguez, seconded by Carmen Mir , to approve the September Minutes.
- The motion passed unanimously.

### Public Comment

- *Public comment is limited to three minutes per person. A group of persons collectively speaking on one subject is limited to 15 minutes. For an extended presentation, please contact the Board secretary at least seven days prior to a meeting.*
- There were no public comments presented.

### Discussion and Decisions

#### *Principles and Policy Items*

- It was recommended to approve the personnel changes for the 2021-22 school year.
- Will Rodriguez, seconded by Carmen Mir, made a motion to approve the recommendations.
- The motion passed unanimously.
- The updates to the list of out-of-field teachers were presented to the board for review per DOE requirements.
- The 2022-23 school year enrollment increase that was approved by the district was reviewed.
- The 2022-23 school year calendar was presented to the board for approval per DOE requirement.
- Will Rodriguez, seconded by Carmen Mir, made a motion to approve the calendar.
- The motion passed unanimously.
- An update to the Employee Handbook in regards to the Parental Leave Policy was presented to the board for approval.

- Will Rodriguez, seconded by Carmen Mir, made a motion to approve the recommendation.
- The motion passed unanimously.
- It was recommended to the board to approve an increase to the insurance contribution by Classical Prep to qualified employees to begin in January.
- Will Rodriguez, seconded by Carmen Mir, made a motion to approve the recommendation.
- The motion passed unanimously.
- It was recommended to the board to approve the increase in teacher salary allocations for qualified teachers at Classical Prep.
- Will Rodriguez, seconded by Carmen Mir, made a motion to approve the recommendation.
- The motion passed unanimously.

*Academics Report*

- Mrs. Lewis and Ms. Brightman discussed the Components Chart which is the assessments and curriculum mapping tool utilized by both upper and lower school administration.
- Mrs. Lewis discussed the ongoing coaching for teachers and changes in the lesson plan process for math and how to implement it in the classroom.
- Ms. Brightman discussed the data for 8th grade science which shows we are on track.

*Monitoring and Reporting Items*

- The variance reports for August, September, and October were reviewed.
- Cash-on-hand projections and capitalization bond requirements remain on pace for the school year.

**Adjourn Meeting**

- Will Rodriguez, seconded by Carmen Mir, made a motion to adjourn.
- The motion passed unanimously.
- Meeting was adjourned at 10:09am.

Signature: \_\_\_\_\_

Date: 02/23/2022

