

CLASSICAL PREPARATORY SCHOOL

EXECUTIVE BOARD MINUTES

December 11, 2023, at 10:00 a.m.

Classical Prep Campus (Borealis building) and Google Meets call

MEMBERS PRESENT: James Blair (by phone), Alex Garcia (by phone), Will Rodriguez (by phone)

MEMBERS ABSENT:

STAFF PRESENT: Stacie McIntyre, Jasmine Brightman, Nichole Pockrus

OTHERS PRESENT: Anne Corcoran (by phone),

Call to Order

The meeting was called to order at 10:00am

Approval of Minutes

- Motion by Alex Garcia, seconded by James Blair , to approve the September 2023 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.*
- No public comment

Discussion and Decisions

Principles and Policy Items

- It was recommended to approve the personnel changes for the 2023-24 school year. There is one staff member who no longer works at Classical Prep.
- Alex Garcia, seconded by James Blair, made a motion to approve the changes.
- The motion passed unanimously.
- It was recommended that the board make an update to the Tuition and Reimbursement Policy to cap reimbursements at \$5250 each year.
- Alex Garcia, seconded by James Blair, made a motion to approve the update.
- The motion passed unanimously.
- The 2024-25 academic calendar was presented to the board for approval.
- Alex Garcia, seconded by James Blair, made a motion to approve the 2024-25 academic calendar.
- The motion passed unanimously.

- It was recommended that the board approve updates to the employee handbook that give clarification on PTO for part time employees as well as adding solid white or black tennis or athletic shoes as approved footwear for all staff.
- Alex Garcia, seconded by William Rodriguez, made a motion to approve the updates.
- The motion passed unanimously.
- The amended 2023-24 budget that was on the agenda today will be moved to the next board meeting.
- It was recommended that the board approve a new state legislative policy for Unresolved Student Welfare Complaints, which was written by Classical Prep’s attorney.
- Alex Garcia, seconded by James Blair, made a motion to approve the policy.
- The motion passed unanimously.

Academics Report

- Ms. Brightman shared that the next round of FAST testing is approaching and they would have updated information at the next board meeting.

Monitoring and Reporting Items

- The December 2023 Variance report was presented to the board for review.
- Stacie McIntyre shared an update on facilities.
 - a. The a/c repair that needs to be done on the Aurora building is a very big project. The hope is that it will be completed during the winter break. The repairs are expected to be around \$28,000.
 - b. We have replaced the fence at the playground for safety reasons.
- Stacie McIntyre shared an update on campus events.
 - a. The wonderland gift shop was a success.
 - b. The administration introduced “12 days of Holiday Cheer” for all staff.
 - c. The giving tree was a huge success again this year. 55 children from Classical Prep families in need were given Christmas gifts.
 - d. The holiday movie night was well attended.

Adjourn Meeting

- William Rodriguez, seconded by Alex Garcia made a motion to adjourn.
- The motion passed unanimously.
- Meeting was adjourned at 10:14am.

Signature:  _____

Date: 02/02/2024