**Arizona Language Preparatory Board of Directors**

**School Board Meeting**

**Dec. 19, 2016**

**Agenda**

1. Notice of Meeting
	1. Pursuant to Arizona Revised Statutes (A.R.S.) § 38-431.02, notice is hereby given to the members of the Arizona Language Preparatory Board of Directors and to the general public that the Board will hold a public meeting, open to the public as specified below. The Board reserves the right to change the order of the items on the agenda, with the exception of public hearings set for a specific time. One or more members of the Board may participate in the meeting by telephonic communications.
	2. Pursuant to A.R.S. § 38-431.03(A)(3) the Board may vote to go into Executive Session, which will not be open to the public, for legal advice concerning any item on the agenda.
	3. Location and time of meeting: Arizona Language Preparatory, 4645 E Marilyn Rd, Phoenix AZ 85032 @4:30p.
2. Roll Call
	1. @4:40pm –
		1. Beau Beyerle, Allison Perrin, Sara Hecht – Present
		2. Kristin Humble – arrived @ 4:55p
3. Call to the public
	1. This is the time for the public to comment. Members of the Board may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. § 38-431.01(H), action taken as a result of public comment will be limited to directing staff to study the matter, responding to any criticism, or scheduling the matter for further consideration and decision at a later date.
4. Discussion
	1. Administration staffing update
		1. Beau sat down with Mr. Matt and Tawnie Weaver about next semester. Tawnie would take over “Student experience” – curriculum, intervention, teachers, discipline, student support.
	2. Teacher staffing update
		1. Matt updated - New Spanish and English teachers that will start 1/9/17. Both are coming in this week to have opportunity to meet previous teachers and get to know students. Discussion happened with classroom aide to reduce hours to mornings only starting 1/9/17.
	3. Safety policies
		1. Matt updated – Walkie talkies (Sara put together a comprehensive memo for staff a few weeks ago) are prepared to get to teachers/classrooms in January.
		2. Sara will be teaching Matt how to do a fire alarm
		3. Matt will have new procedures for during homework club -opening the gate/door
	4. Curriculum update
		1. Beau requested that Tawnie ask around to teachers for “wish lists” and prioritize that list
		2. Matt wants to look in to splitting up content areas per languages
	5. Inclusion in language immersion schools network/professional development opportunities
		1. Matt – added ALP to roster of network in Phoenix area that includes immersion programs, offers PD, allows teachers to come observe each other, network with each other, conferences, workshops etc.
	6. Classroom/school cleaning update
		1. Cleaners will come twice/week starting in January (Tuesdays & Fridays)
		2. Learn to Serve can help
		3. Classroom cleaner(s) at the end of the day
	7. Winter program/parent information session
		1. Allison requested bios of new teachers
		2. Matt & Allison can present (maybe Michael as well)
		3. Beau suggested making it a “reassuring” focus
	8. Open seats on the Governing Board
		1. Sara suggested that the governing board be built up with people with education, curriculum, etc knowledge.
		2. Discussion about posting online, announcing at public event
5. Action items
	1. Approval of previous minutes
		1. Beau motions to approve, Kristen seconds, all in favor -ayes unanimous
	2. (Executive Session)
6. Announcement of future meeting date
	1. The Board of Directors meeting will be January 23, 2017 at 4:30p
7. Adjournment