



Arizona Language Preparatory Board of Directors
Open Meeting
August 1, 2017
Corporate Board Minutes

1. Notice of Meeting

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.

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.

Location and time of meeting: Arizona Language Preparatory, 4645 E Marilyn Rd, Phoenix AZ 85032 @6:00pm

2. Meeting Called to Order: 6:12 pm

3. Roll Call

- a. Michael Gerity
- b. Beau Beyerly
- c. Steven Neeley
- d. Allison Perrin- Absent

e. Dan Melton

4. Call to the Public

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.

5. Approval of Previous Minutes- Beau , Steven second, unanimously approved approved

6. Discussion

a. Budget

- i. Matt updated the board on current budget items and presented the current budget. -\$25,000 for the year.

b. Enrollment Update

- i. 61 non-k and 29 k
- ii. Matt is contacting financial need families and figuring out how to get them on board.
 1. Matt is going to push the forms to get them enrolled for this year.
 2. Tawnie is going to actively going to seek new families and create a flyer for late kinder enrollment.
 3. Steven is going to reach out to Thunderbird for enrollment.

c. Balances

- i. Student account balances were presented and updates were made on individual basis.

d. Audit Update

- i. Beau has a form that he needs to fill out. Matt has several forms to fill out for the AFR. Deadline is Aug. 22nd. This earlier date is going to give us time to fix any errors we have.

e. Renovations

- i. Shawn

7. Committee Updates

- a. Steven- Finance: none
- b. Allison- Safety (to be updated by Tawnie Weaver)
 - i. calendar of safety drills
- c. Beau- Parent and Staff Liaison
 - i. staff: separation of duties between all admin
- d. Michael- PTO and Evaluations
 - i. donated money from PTO
- e. Dan- Facilities

8. Action

- a. Approval of Quickbooks Online
 - i. with Intuit Payments included

- ii. \$35 a month after \$24 for 6 months
 - iii. Post automatically from BofA
 - iv. Take payments from families with bank accounts for \$0 fee
 - v. Fees associated with credit cards and PayPal accounts.
 - vi. Send invoices with pay button attached.
 - vii. Beau moves to approve Quickbooks Online license single user and use the paypal system for credit card usage on a case by case approval basis. Steven seconds, Unanimously passes.
- b. Approval of Credit Card Vendor
 - i. see approved vendor
 - c. Approval of LifeTouch
 - i. School picture, id, and yearbook vendor
 - 1. Beau motions, Michael seconds, unanimously approves.
 - 2. Picture Day is August 15th
 - d. Approval of Cleaning Company
 - i. Mop Heads \$38 per cleaning.
 - 1. Beau motions to approve Mop Heads for 90 day trial period, Steven seconds,
 - e. Approval of Technology Purchases
 - i. 2 interactive projectors
 - ii. 2 projectors
 - iii. 2 chromebooks
 - 1. 3100 for technology
 - f. Approval of Curriculum
 - i. Every Day Math Counts
 - ii. Second Step SEL
 - g. Approval of Galileo Testing Agreement
 - i. English/Spanish testing LA and Math
 - h. Approval of Agendas
- 9. Announcement of future meeting date:
The Board of Directors meeting will be: August 28, 2017 at 6:00 pm
 - 9. Adjournment at 7:21 pm

Signature:

The image shows three handwritten signatures in black ink. The top signature is large and stylized, starting with a large 'D' or 'G'. The middle signature is more compact and appears to be 'Michael'. The bottom signature is written in a cursive style and appears to be 'Steven'.