



**Arizona Language Preparatory Board of Directors**  
**Open Meeting**  
**August 28, 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. Roll Call: 6:09 pm

- a. Dan Melton
- b. Beau Beyerle
- c. Michael Gerity
- d. Allison Perrin
  - i. Steve Neeley- absent

3. Approval of Previous Minutes

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. Discussion

- a. Financial Update- Matt Toomey
  - i. -\$90,00 for budget due to enrollment
    - 1. 79 students instead of 96
    - 2. Student Program Manager's salary lowered
    - 3. Special Ed budget lowered
  - ii. Back to School Night
    - 1. Push for Dragon Booster Club
    - 2. \$1450 per month so far w/ \$1000 to be marketed as matching funds
      - a. \$1000 aninomously
      - b. Push Tax Credit
  - iii. All expenses must be approved by the board - spending freeze for time being
  - iv. All other funds that are earmarked by the state must be exploiting those funds
    - 1. If any of the teachers have questions about supplies or money they can email Beau at any time
  - v. Bad debt email sent to parents who owe more than \$750 this week
    - 1. Title "Debt Collection"
- b. Enrollment Update- Tawnie Weaver
  - i. Facebook share 2x per week
    - 1. \$500 for any student enrolled
  - ii. Places-
    - 1. Meng Academy
    - 2. Preschools in neighborhood
    - 3. Whispering Winds
    - 4. Bei Bei Amigos
    - 5. Hubbard and Phoenix Sun Rays

- 6. Seth Corey Tennis Camp / Karate Van
- 7. Renee Gallegos to reach out to previous school
- 8. Chinese Senior Center- Allison
- 9. Area in surrounding
- iii. Charter Cap paperwork
  - 1. Tawnie will start paperwork for charter cap expansion for 150 students for immediate enrollment of prospective new students.
- c. Committee Updates- Board Members
  - i. Teachers- Beau updated with feedback from parents that is very positive
    - 1. Allison also gave the presentation from parent night to the staff on Friday.
  - ii. PTO- Michael presented that PTO had two wine events
    - 1. Michael will agree to find out how to share
  - iii. Facilities- Dan- fence is done
  - iv. Allison- fire drill was 8/16/17
- 6. Action
  - a. Review/Adoption of Internal Controls
    - i. Beau motioned, Allison seconded and the vote was unanimously approved.
  - b. Financial Assistance Applications Review/Adoption
    - i. 2 families have applied for assistance
      - 1. Neither family qualified based on NSLP standards, however the board discussed reducing "family a" supply fee for two children from \$300 to \$200 and "family b" for homework and aftercare to have reduced rates for two children by 50%.
      - 2. Beau motioned, Dan seconded and the vote unanimously passed.
- 7. Announcement of future meeting date:  
The Board of Directors meeting will be Tuesday, September 26, 2017 at 6:00pm
- 8. Adjournment 7:34 pm

Signatures: \_\_\_\_\_

Signatures: \_\_\_\_\_

Signatures: \_\_\_\_\_

Signatures: \_\_\_\_\_

Signatures: \_\_\_\_\_

Signatures: \_\_\_\_\_