



Arizona Language Preparatory Board of Directors
Open Meeting
September 26, 2017
Corporate Board Agenda

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-

- a. Steven Neeley
- b. Beau Beyerle
- c. Allison Perrin
- d. Dan Melton
- e. Michael Gerity
 - i. Tawnie Weaver
 - ii. Matt Toomey
 - iii. Jeremiah Ortega's Mom
 - iv. Janae Williams- Quinn's Mom

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.

- A. Jeremiah's mom shared that she feels he needs challenged more in English and would like more information regarding our curriculum.
- B. Janae needs more information to complete grants. Janae has raised \$580 for the PTO. Janae is taking ALP to Fit For Moms to find kids.
- C. Beau voiced that we very appreciative of all efforts and shared information about answering any questions. The entire board is very thankful that parents are here!

5. Review of Previous Discussion Items:

- a. Dragon Dollars- personal phone call to each parent
 - i. Update- Beau has started making calls and reaching out to parents for donations.
 - ii. Matching Funds- \$1500 matching funds to match the \$1800 funds we currently have.
 - iii. Parent Information Night + Parent Academy
 1. Steven will write up verbiage for tax credit and send it out to the board ASAP.
 2. Tuesday, October 17th
 3. Open Enrollment Period needs set for this year
- b. Bad debt email sent to parents who owe more than \$750
 - i. Emails sent on 8/30 to two families
- c. Facebook share
 - i. \$500 for any student enrolled
 - ii. 1 potential family might be enrolling at the end of the month
 1. Matt will reach out to them tomorrow
- d. Flyers for Expanding Enrollment
 - i. Flyers were printed and distributed
 - ii. Charter Cap paperwork
 1. Paperwork was started to increase enrollment cap to 150.

6. New Discussion Items:

- a. Financial Update- Matt Toomey
 - i. Based on what was invoiced we are - \$550 by the end of August.

- ii. The projected for September will be -\$6500
- iii. Account balance is \$152,000 and \$30,000
- iv. Payroll is \$20,000
- v. October State Payment will be low again due to state error. We will receive the difference in payment in November over the next four months.
- vi. \$5400 for aging and \$17,156 for outstanding
- b. Audit Update- Matt Toomey
 - i. Compliance piece of the audit was completed the first week of September.
 - 1. Attendance was dinged and not complete. Those items have been fixed and will not be an issue going forward.
 - ii. Finance piece of the audit will take place later on. The auditor was resigning from Ball & McGraw and we need a new auditor assigned to us.
 - iii. Paid \$2100 and still owe \$2100
 - iv. Report will be out early November
 - 1. Matt will check in to see what happens with the charter board after the audit is complete.
- c. Committee Updates-
 - i. Facilities- Dan Melton
 - 1. RO System and Water Dispensers
 - a. Beau suggested that we take a look at it tonight.
 - 2. Bathroom Sinks
 - a. Dan will call Joe to see what we need to do get the sinks fixed.
 - b. Hire someone to fix the sink if the Temple has issues fixing it.
 - 3. Temple Maintenance Issue
 - a. landscaping and general outdoor maintenance.
 - b. Amendment to the lease
 - c. Black gate key and side gate key
 - ii. PTO and Staff Evaluations- Michael Gerity
 - 1. \$700 a lap w/ 70% collections
 - a. Apex Fun Run- Beau asked the question to the board if we should continue with the Fun Run or find someone else. Allison agrees that we need the manpower if we are going to pull out. The board agrees that we need to support ALP and the PTO going forward with the Fun Run in the future.
 - 2. Staff Evaluations- Tawnie will send Michael more info on evaluations from other sources. Admin evaluations need a goal setting piece. ADE and Ohio have great resources, from Allison.
 - iii. Safety- Allison Perrin
 - 1. Lighting on the playground
 - 2. Lockdown drill- October 2017
 - a. 6 5-gallon buckets, black plastic sheeting, roll of duct tape, water (marked), and roll of teepee, flashlight, safety backpack
 - b. Parent donations of buckets- suggestions
 - iv. Fundraising Beau Beyerle
 - 1. Penny Wars was suggested by Allison. When and who is going to be the point person?
 - a. Pennies for a Playground- \$700 was raised from the last one and we will set a date for early January. Second week in January.
 - v. Staff- Beau Beyerle
 - 1. Staff updates have been minimal. Beau is still making himself available. Beau shared that Tawnie and Matt will be scheduling a 15 minute block of time with each teacher every week to create consistency and routine. Tawnie and Matt will keep basic notes from the meetings.

7. Action

- a. Approval of Changing Host of School Website
 - i. Beau motions to move the website within Siteground, Allison seconds, and the vote unanimously passed.
- b. Approval of Purchase for Safety Procedure Supplies- tabled to email vote
- c. Grade Level Expansion to 7th and 8th Grade

- i. Board Members updated by Michael
 - ii. Beau motions to approve, Allison seconds, the vote unanimously approves
- d. Approval of Special Committee- ALP Growth Plan
 - i. Allison can present the committee to parents on the 17th
 - ii. Beau motions that in Michael in collaboration put together a growth plan based on 3 classrooms 20 students a year to submit to the charter board asap, Dan seconds, motion unanimously passed.
 - iii. Need to currently amend current charter as well.
 - iv. November 1st open enrollment until November 30th
 - v. Madison Heights needs recruited- Allison will post on
- e. Addition of Tawnie Weaver as ALP Principal with Charter Board
 - i. Beau motions, Dan seconds, vote unanimously passes
- f. Approval of Purchases for October 2017- tabled to email
- g. Approval of Playground Parent Committee- tabled
- 8. Announcement of future meeting: Tuesday, October 24th at 6:00 pm
- 9. Adjournment 8:09 pm
- 10. Executive Session