



Arizona Language Preparatory

4645 E Marilyn Rd | Phoenix, AZ 85032 | O: (602)996-1595 | F: (602)344-9560 | www.azlanguageprep.com

**Open Meeting
August 15, 2019**

**Joint Corporate and Governing Board of Directors Meeting
AGENDA**

1. Notice of Meeting

- a. 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.
- b. Location and time of meeting: **Arizona Language Preparatory, 4645 E Marilyn Rd, Phoenix AZ 85032 at 5:00 pm on August 15, 2019.** Online/telephonic attendance will be available for some of the meetings at the discretion of the board.
- c. Call to public will only be available for in-person attendants. Persons who want to speak will be required to state their full name and physical address to confirm they are members of the school's public, and this information will be recorded in the minutes. Each person will be limited to speak for 3 minutes at the maximum, and comments will be recorded in the minutes. The board cannot directly address the comments but will place them under consideration for possible discussion at a future meeting.
- d. The Board of Directors reserves the right to move into executive session for legal advice with its attorneys, in person or by telephone, for any item listed on the agenda, pursuant to A.R.S. § 38-431.03(A)(3).
- e. Pursuant to Arizona Revised Statutes (A.R.S.) § 38-431.02, the Arizona Language Preparatory Board of Directors hereby states that all notices and agendas of the meetings of the Arizona Language Preparatory Board of Directors and any of its committees and subcommittees will be posted at least 24 hours in advance on the school website <https://azlanguageprep.org/> (on the Board of Director's page), as well as on the bulletin board located outside of Arizona Language Preparatory, 4645 E Marilyn Rd, Phoenix AZ 85032. The bulletin board is available for public viewing at all times.
- f. Additional documentation relating to public meeting agenda items may be obtained at least 24 hours in advance of the meeting by contacting Renita Myers at (602) 996-1595.

2. Call to Order

3. Roll Call

- a. Board Members Present:
- b. Board Members Absent:
- c. Non-Voting Officers Present:
- d. Non-Voting Officers Absent:
- e. Members of the Public Present:

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,

8/14/19
petra



Arizona Language Preparatory

4645 E Marilyn Rd | Phoenix, AZ 85032 | O: (602)996-1595 | F: (602)344-9560 | www.azlanguageprep.com

responding to any criticism, or scheduling the matter for further consideration and decision at a later date.

5. Discussion items
 - a. Principal's Report – Renita Myers
 - i. Enrollment updates
 - ii. Personnel
 1. Hire of Donghe Yang (Mandarin K-2)
 2. Hire of Wen-Shing Liang (Mandarin 3-6)
 3. Discussion to terminate contract with Andi Liu due to incapacity to fulfill contract due to visa status
 4. Acknowledgment of resignation of Abby Mays (English 3-6) who is unable to fulfill contract
 5. Hire of Ekaterina Lopatko (English K-3)
 - b. Financial updates - Brittany Miller & Renita Myers
 - i. School financial updates
 - ii. Student accounts updates
 - iii. Discussion of request by families for waived K tuition or payment plans
 - iv. Discussion on policy for credit for referring a student to ALP
 - c. 2019-2020 AzMerit Data Presentation
 - d. Development of Teacher and Principal Evaluations (SB1071, ARS 15-189.06), requirement for 2019-2020 school year
 - e. Development of Suicide Prevention Training Programs for 6th Graders (SB1468, ARS 15-119)
 - f. Discussion of Emergency Medication Administration (SB1026, ARS 15-344), possible amendment to current policy
 - g. SchoolMate Agenda order for \$607.50 (from 2019 surplus of enrichment)
 - h. New fridge for office: PO#072006 (\$503.52) for new fridge and delivery for office from Home Depot
 - i. Discussion and Assignment of the AU316 - Consideration of Fraud in a Financial Statement Audit form
 - j. Discussion of changing board approval for school expenses to \$750 or higher
 - k. Discussion of ADE Grants Management General Statement of Assurances policies to be put in place
 - l. Discussion of finding a new Webmaster for Website
 - m. Facility update and plan for future school location
 - i. Discussion of possibly renting a portion of our next school location to a trilingual immersion preschool
 - n. Openings for new board members 2019
6. Action Items
 - a. Approval of prior meeting minutes
 - b. Student accounts decisions including reduced/waived Kindergarten tuition requests discussed above
 - c. Approval of ADE Grants Management General Statement of Assurances policies to be put in place
 - d. Approval of webmaster for Website

8/14/19
per



Arizona Language Preparatory

4645 E Marilyn Rd | Phoenix, AZ 85032 | O: (602)996-1595 | F: (602)344-9560 | www.azlanguageprep.com

- e. Action plan development of Teacher and Principal Evaluations (SB1071, ARS 15-189.06) requirement for 2019-2020 school year
 - f. Action plan for development for Suicide Prevention Training Programs for 6th Graders (SB1468, ARS 15-119)
 - g. Amendment to Emergency Medication Administration (SB1026, ARS 15-344) current policy
 - h. Approval of SchoolMate Agenda order for \$607.50 (from 2019 surplus of enrichment)
 - i. Approval of PO#072006 (\$503.52) for new fridge and delivery for office from Home Depot
 - j. Approval of personnel hire of Donghe Yang (Mandarin K-2)
 - k. Approval of personnel hire of Wen-Shing Liang (Mandarin 3-6)
 - l. Approval of personnel hire of Ekaterina Lopatko (English K-3)
 - m. Acknowledgment and Acceptance of resignation of Abby Mays (English 3-6) who is unable to fulfill contract
 - n. Approval of termination of contract with Andi Liu due to incapacity to fulfill contract due to visa status
 - o. Approval of offering rental space at next location to trilingual immersion preschool
 - p. Approval of the AU316 - Consideration of Fraud in a Financial Statement Audit form
 - q. Approval of policy for credit for referring a student to ALP
 - r. Approval of changing requirement for board approval for school expenses to \$750 or higher
7. Executive Session: Pursuant to A.R.S. § 38-431.03(A), Section 7.9.5.1, the board may vote to enter executive session to discuss personnel matters.
 - a. Confidentiality reminder pursuant to A.R.S. § 38-431.03(C)
 8. Announcement of future meeting:
 9. Meeting adjourned:

posted 8/14/19
2:00
RLL