



Arizona Language Preparatory

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

Open Meeting October 1, 2020

Joint Corporate and Governing Board of Directors Meeting MINUTES

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: Date and time of meeting will be 4:45 pm on October 1, 2020. Meeting will be in person on campus at 4645 E Marilyn Road, Phoenix, AZ 85032 in the upstairs office room.**
 - c. Call to public is only available for in-person attendants, and therefore will not be available during telephonic-only meetings. During in person meetings, 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: 5:03
3. Roll Call
 - a. Board Members Present: Kellie Rosinski (KR), Michael Gerity (MG), Dan Melton (DM; present over phone)
 - b. Board Members Absent: Allison Perrin (AP)
 - c. Non-Voting Officers Present: Renita Myers (RM), Anne Cotty (AC)
 - d. Non-Voting Officers Absent: n/a
 - e. Members of the Public Present: none
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,*



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

5. Principal's Report
 - a. Enrollment Report - reviewed
 - b. Personnel Report - reviewed
 - c. Audit Update - reviewed
 - d. Galileo Pre-testing information – all pre-testing completed and preliminary results reviewed
 - e. ADHS Benchmark Updates – reviewed; all 3 benchmarks remain met for Maricopa County
6. Budget and Finance Report
 - a. Balance Sheet YTD - reviewed
 - b. Profit & Loss Statement YTD - reviewed
 - c. Profit & Loss Statement Last 30 Days - reviewed
 - d. Bank Reconciliation - reviewed
7. New Business
 - a. Review and possible approval of board meeting minutes from 8/27/20 and 9/3/20
 - i. MG motioned to approve both minutes as presented without edits; DM seconded, all in favor
 - b. Approval of New Hire Jocelyn Friedman (Kid's Club)
 - i. KR motioned to approve new hire Jocelyn Friedman, MG seconded, all in favor
 - c. Completion and Approval of AU316 for 2019-2020 Audit
 - i. Discussed and reviewed the AU316 audit form; discussed that current fraud risk remains low, and that the policy for school financial management continues to work well to minimize fraud risk (approved at board meeting 10/3/19); no new fraud risks or changes to current policy recommended.
 - ii. MG motioned to approve the AU316 responses as discussed and to be formally completed by KR; KR seconded, all in favor.
 - d. Data Review & Discussion (ADHS and MCHS) for continued online/in-person learning
 - i. Reviewed as above; discussed plan for January 4, 2021 to be the date to transition all students back to in-person learning. Discussion included review of benchmarks and review of how well current students have been doing adhering to safety and enhanced hygiene measures. ADHS benchmarks and data will continue to be reviewed and monitored in the interim.
 - e. Discussion of Board by-laws
 - i. Discussed plan to develop comprehensive by-laws; plan to discuss in more detail at next meeting
8. 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. *No executive session entered.*
 - a. Confidentiality reminder pursuant to A.R.S. § 38-431.03(C)
9. Announcement of future meeting: November 5th 4:30 pm (in person)
10. Meeting adjourned: 6:10 pm