



Arizona Language Preparatory

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

Open Meeting

May 7, 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 4:30 pm on May 7th, 2020. Telephonic attendance ONLY will be available for this meeting given the COVID-19 state of emergency and compliance with social distancing. Members of the board and public are able to join the meeting remotely.**
 - *Call in instructions: Dial-in-Number: 605-475-4881 (Access Code: 483954#)**
 - 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: 4:36 pm
3. Roll Call
 - a. Board Members Present: Kellie Rosinski (KR), Michael Gerity (MR), Allison Perrin (AP), Dan Melton (DM)
 - b. Board Members Absent: n/a
 - 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 – not available for telephonic-only meetings



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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 and possible action items
 - a. Principal's Report – Renita Myers
 - i. Enrollment report
 1. Reviewed updates
 - ii. 2020-2021 Registration Update
 1. Reviewed updates
 - iii. Administrative updates
 1. Reviewed updates
 - b. Personnel
 - i. 2020-2021 Personnel Updates
 1. Reviewed updates
 - c. Budget and Finance Report
 - i. Balance Sheet YTD
 1. Reviewed report
 - ii. Profit & Loss Statement YTD
 1. Reviewed report
 - iii. Profit & Loss Statement Last 30 Days
 1. Reviewed report
 - iv. Presentation of Student Account Revenue Loss Totals
 1. Reviewed report
 - v. April 2020 Bank Reconciliation
 1. Reviewed bank reconciliation
 - d. Old Business
 - i. Strategic Planning Committee Update
 1. Updates presented by RM
 - e. New Business:
 - i. Approval of Acceptance of Donghe Yang's resignation
 1. KR motioned to approve the resignation, MG seconded, all in favor
 - ii. Discussion of FY21 Budget
 1. Reviewed updates
 - iii. Discussion of End of Year Activities
 1. The in-person spring performance has been cancelled due to the COVID-19 state of emergency
 2. In place of the end of year spring performance, the school will instead host a Zoom share that will take place on 5/21/20; it will include a presentation of talents, up to 1 minute per student; there were also be a virtual K promotion, and virtual promotion of our 6th graders
 3. There will be a goodbye zoom meeting scheduled between teachers and their classes that will be scheduled on the last day of school 5/22/20
 - iv. Discussion and Possible approval of Tuition Forgiveness for Students A, B, C & D



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1. Student A: DM motioned to approve the request, AP seconded, all in favor
2. Student B: AP motioned to approve the request, DM seconded, all in favor
3. Student C: KR motioned to approve the request, DM seconded, all in favor
4. Student D: AP motioned to approve the request, KR seconded, all in favor
- v. Discussion and Possible Approval of Summer School Options for ALP
 1. Contingent upon Governor's plan for the state opening, board discussed the option of running enrichment-based summer school programs
 2. KR motioned to approve the development of a summer enrichment programs, AP seconded, all in favor
- vi. Discussion and Possible Approval of ALP KG Retention Policy
 1. KR motioned to approve the policy as presented, AP seconded, all in favor
- vii. Discussion and Possible Approval of Principal's Final SY20 bonus option
 1. KR motioned to approve the bonus based on the revised criteria discussed (revised due to school closure mandates, cancellation of state testing), DM seconded, all in favor
 2. KR will draft an amendment to original contract to reflect the revised criteria approved during this meeting
- viii. Discussion and Possible Approval of 2020-2021 Contracts for
 1. Angie Hernandez - Teacher on Special Assignment
 - a. Discussed contract details and proposed amendments
 - b. KR motioned to approve the details and amendments as discussed, MG seconded, all in favor
 2. Anne Cotty - Office Manager
 - a. KR motioned to approve the details of the contract as discussed, AP seconded, all in favor
 3. Renita Myers - Principal/Superintendent
 - a. KR motioned to approve the contract details as discussed; MG seconded, all in favor
6. 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. Executive session not entered.
 - a. Confidentiality reminder pursuant to A.R.S. § 38-431.03(C)
7. Announcement of future meeting: June 11th at 4:30 pm
8. Meeting adjourned: 6:45 PM