



Arizona Language Preparatory

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

Open Meeting

May 6, 2021

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 6, 2021. Meeting will be in person on campus at 4645 E Marilyn Road, Phoenix, AZ 85032 in the upstairs office room. Members of the public and board are also able to join via telephone or online (instructions can be found on the website at <http://azlanguageprep.org/>**
 - 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: 4:34 pm. Announcement made that Item 5 would be removed from the agenda since presenter not made aware.
3. Roll Call
 - a. Board Members Present: Michael Gerity (MG), Kellie Rosinski (KR), Allison Perrin (AP, over phone)
 - b. Board Members Absent: Dan Melton (DM)
 - c. Non-Voting Officers Present: Renita Myers (RM), Anne Cotty (AC)
 - d. Non-Voting Officers Absent: n/a
 - e. Members of the Public Present: two parents and 1 teacher



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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. One parent spoke and expressed concern about the mask policy moving forward. They felt comfortable with the current mitigation plan. If mask wearing were to be made optional, they would consider leaving the school.
 - b. Another parent spoke and expressed their strong preference that mask wearing becomes optional.
5. PTO Report (Natalie Gerity) - item removed from agenda as above
 - a. Mandarin Spelling Bee
6. Special Presentation
 - a. Green Card Application Process (Luyao Huang)
 - i. Teach Luyao Huang provided information on the green card application process including the timeline, paperwork required, and cost.
7. Principal's Report
 - a. Enrollment Updates – reviewed
 - b. Incoming kindergarten class Updates – reviewed
 - c. Personnel updates– reviewed
 - d. AZM2 Testing Information and Galileo Post Testing
 - i. Reviewed. AZM2 testing is complete, and Galileo post-testing will be completed next week, which will be used for data collection (since not required by state)
8. Business Manager Report (presented by AC)
 - a. Presentation of Q3 Charter Report– reviewed
 - b. Balance Sheet YTD– reviewed
 - c. Profit & Loss Statement YTD– reviewed
 - d. Profit & Loss Statement Last 30 Days– reviewed
 - e. Bank Reconciliation– reviewed, signed by MG
9. Old Business
 - a. Strategic Planning Committee Update – of Identified Areas of Growth
 - i. Stakeholders identified the main priorities they would like to see the school address; plan is to place the top 5 priorities on one of the next agendas and make 5 SMART goals
 - b. Review and Discussion of Arizona Department of Health Service Benchmark Updates, specifically new K12 School Guidance for COVID-19
 - i. On 4/19/21, K-12 guidance on covid-19 was released by ADHS; reviewed surrounding school district policies for comparison
10. New Business
 - a. Discussion and/or Possible Amendment to ALP Mask Policy for remainder of SY21
 - i. Discussed making outdoor mask use optional, but continue indoor mask use through end of school year; next school year to be discussed at a future meeting; KR motioned to approve the amendment as discussed, MG seconded, all in favor
 - b. Discussion of June Board Meeting



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- i. Discussed option to break for June, with next meeting planned for July 2021; KR motioned to approve the break, MG seconded, all in favor
 - c. Discussion of 2021-2022 Teacher Contract Salaries and Addendums
 - i. KR motioned to approve discussion of contracts and addendums in executive session, MG seconded, all in favor;
 - ii. Decision to table decision on contract addendums to July 2021 meeting
 - d. Discussion and/or Approval contract addendums for SY22 team leads (Luyao Huang and Rosario Vargas)
 - i. Luyao Huang has been proposed as the team leader for 3-6, and Rosario Vargas as team lead for K-2; MG motioned to approve the team leads as discussed, KR seconded, all in favor
 - e. Discussion and/or Possible Approval of TOSA/3-6 ELA positions at ALP for SY22; Possible Approval of AH in 3-6 Position
 - i. KR motioned to approve discussion of contracts and addendums in executive session, MG seconded, all in favor;
 - ii. MG motioned to approve AH for the ELA 3-6 position at the discussed rate, with stipend option for aftercare, AP seconded, all in favor
 - f. Discussion and/or Possible Approval of posting for 1st-3rd Instructional Aid to be paid with ESSER funds (Grant Funded Position) to help address learning loss
 - i. KR motioned to approve the job posting as discussed, AP seconded, all in favor
 - g. Discussion and/or Possible Approval of ALP Insurance benefits for the 2021-2022 school year
 - i. United-Holmes Murphy
 - ii. Blue Cross/Blue Shield of AZ – Absolute Benefit Solutions
 - iii. Other options
 - iv. Discussed options including Roundstone; plan is for RM to send information to teachers and gather their feedback on a possible insurance transition
 - h. Discussion and/or Possible Approval Business Services Contrast
 - i. Aspire Consultants 4.23.21 Quote for Business Services beginning 6.1.21
 - 1. Aspire Business Consultants work with other charts; they would help prepare budgets, ADE annual financial report, prepare accounts payable, assist in preparing for annual audit, prepare monthly bank reconciliation, prepare monthly balance sheets; cost would be \$15,000 starting July 1, 2020; coming in at end of June would be \$1,250;
 - 2. MG motions to approve the proposal by Craig as long as we can terminate at will, KR seconded, all in favor
 - ii. Other options: reviewed proposal by an independent Consultant CH
 - iii. MG motions to approve the proposal by CH at the rate proposed as long as we can terminate at will; KR seconded, all in favor
 - i. Discussion of IES non-renewal and Possible Approval of new IEP service provider contrast
 - i. Ridge Zeller Therapy - reviewed
 - ii. Bilingual Speech Service – reviewed
 - 1. Bilingual provides services in both Spanish and English; KR motioned to approve the service as proposed by Bilingual Speech Service, MG seconded, all in favor



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- j. Discussion and/or Possible Approval of Facebook Marketing Packages to be paid out of PTO or Booster donation (\$35/week)
 - i. KR motioned to approve the package as discussed, MG seconded, all in favor
 - k. Discussion and/or Possible Approval of GoGuardian Renewal Quote Q-138845 due (7/21/21)
 - i. MG motioned to approve the quote as proposed, KR seconded, all in favor
 - l. Review, Discussion, and Possible Approval of Philadelphia Insurance Renewals
 - i. AP motioned to approve the renewal as discussed, KR seconded, all in favor
 - m. Review of 2019 ALP tax return and Form 8879-EO
 - i. Reviewed, signed; KR motioned to approve the completed form, AP seconded, all in favor
 - n. Discussion and/or Possible Approval of Edupoint Year 4 Subscription Invoice 693
 - i. KR motioned to approve the invoice as presented, MG seconded, all in favor
 - o. Discussion and/or Possible Approval of AC Bonus - Contract Section 3.a.ii.3
 - i. Reviewed successful completion of bonus criteria; MG motioned to approve the bonus as detailed in contract, KR seconded, all in favor
 - p. Discussion and/or Possible Approval of RM Bonus - Contract Section 6c
 - i. Reviewed successful completion of bonus criteria pending completion of testing; additionally strongest kindergarten enrollment at this time of year in history of ALP; KR motioned to approve the bonus as detailed in contract, MG seconded, all in favor
 - q. Discussion of Principal/Superintendent Compensation for Year 2 of Contract - Contract Section 3a
 - i. Discussed contract and MG motioned to approve raise pursuant to contract, AP seconded, all in favor
11. 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)
 - b. KR motioned to approve discussion of contracts and addendums in executive session, MG seconded, all in favor
12. Announcement of future meeting: TBD
13. Meeting adjourned: 7:15 pm