



Arizona Language Preparatory

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

**Open Meeting
September 23, 2021
Joint Corporate and Governing Board of Directors Meeting
MINUTES (PRELIM)**

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 September 23, 2021. Meeting will be in person at Arizona Language Preparatory, located at 4645 E Marilyn Rd, Phoenix, AZ, 85032. 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: 4:37 pm
3. Roll Call
 - a. Board Members Present: Michael Gerity (MG, in person), Kellie Rosinski (KR, in person), Andrea Erion (AE, in person), Dan Melton (DM, teleconference), Elvira Valenzuela (EV, teleconference)
 - b. Board Members Absent: n/a
 - c. Non-Voting Officers Present: Renita Myers (RM, teleconference)
 - d. Non-Voting Officers Absent: n/a
 - e. Members of the Public Present: 1 stakeholder



Arizona Language Preparatory

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

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.*
5. PTO Report
 - a. Board Report – Miriam Campos presented a summary of events planned by the PTO
6. Principal's Report
 - a. Recent Events on Campus
 - i. Reviewed recent celebrations on campus, with special thank you to the PTO for their involvement; celebrations including culturally-relevant art and music were held for both Mexican Independence Day and the Chinese Mid-autumn festival.
 - b. Enrollment and Personnel Updates
 - i. Reviewed, no changes
 - c. Pre-testing Galileo/DIBELS Report
 - i. Reviewed; data will help to guide teaching
7. Business Manager Report
 - a. Finance Report – reviewed by Craig Hollinger
8. Old Business
 - a. Review and Discussion of Arizona Department of Health Service Benchmark Updates, specifically K12 School Guidance for COVID-19
 - i. Renita continues to participate in weekly webinars; on campus we now have home covid tests that can be handed out to families in need, received from the Maricopa Dept of Publish Health; no other pertinent updates regarding masks
 - b. Discussion of New Building Acquisition for SY23; identification of next steps
 - i. RM has been working with the realtor; the building of interest on Thunderbird is not available.
 - ii. Realtor is providing alternative locations to explore
 - iii. Still looking into possible lease extension at current location, but this has been on hold as the Temple Chai property is still pending final sale to new owners
9. New Business
 - a. Discussion and Possible Approval of last board minutes (from 8/26/21)
 - i. AE motioned to approve the minutes as presented, DM seconded, all in favor
 - b. Discussion and Possible Approval of FY21 Auditor/Engagement

The board reviewed the following engagement letters; KR motioned to approve hiring Mara Mann, CPA for the FY21 auditor, DM seconded, all in favor

 - i. Ball & McGraw
 - ii. Mara Mann, CPA
 - c. Discussion of August 31, 2021 Probation Status Determination and Creation of Financial Action Plan due to Charter Board on 11/1/21
 - i. RM and Craig Hollinger anticipate needing to continue on a quarterly reporting schedule due to a financial loss last year; RM and Craig will start preparing a financial action plan with plan to review at a future meeting
 - d. Discussion and possible approval of future indoor school events



Arizona Language Preparatory

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

- i. Indoor space has not been available at Temple Chai during the pandemic; we can check with new executive director at the temple, but we also have a family that has potential space for use; the PTO has also found a possible outside amphitheatre venue that could be considered
 - ii. Discussion and possible approval of employee fees for after school services
 1. EV motioned to approve a 75% discount for after school services for school employees, AE seconded, all in favor
10. 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)
11. Announcement of future meeting: October 14, 2021 at 4:30 pm
12. Meeting adjourned: 5:34 pm