



Arizona Language Preparatory

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

Open Meeting

April 28, 2022

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 April 28, 2022. 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 always available for public viewing.
 - 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: 4:35 pm
3. Roll Call
 - a. Board Members Present: Kellie Rosinski (KR), Michael Gerity (MG), Elvira Valenzuela (EV), Andrea Erion (AE, over phone), Dan Melton (DM, over phone)
 - b. Board Members Absent: none
 - c. Non-Voting Officers Present: Renita Miller (RM)
 - d. Non-Voting Officers Absent: none
 - e. Members of the Public Present: Michelle Hill (office administrator)
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),*



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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. No public spoke.

5. PTO Report (4:30)
 - a. Miriam Campos provided an update on the success of the silent auction and the upcoming end of year celebration plans
6. Paycheck 401 k Report (4:45)
 - a. Anthony Duran – presented the Paychex option for a retirement plan over a virtual Webex meeting
7. Trilogy Financial Services Report (5:00)
 - a. Gonzalo de Leon Plata – presented the Trilogy service plan for managing retirement plan options for the school
8. Principal’s Report
 - a. Current Enrollment Report - reviewed
 - b. SY23 New & Potential Enrollment - reviewed
 - c. State Testing Recap & Upcoming Post Assessments - reviewed
 - d. Mandarin Spelling Bee - reviewed
9. Old Business - Discussion Items
 - a. Review and Discussion of Arizona Department of Health Service Benchmark Updates, specifically K12 School Guidance for COVID-19 - reviewed
 - b. 2023 - 2024 Building Acquisition Updates & Discussion
 - i. Charter School Development Corporation Application Status - reviewed
10. New Business - Discussion and Action Items
 - a. Discussion and Possible Approval of prior board minutes from March 24, 2022
 - i. EV motioned to approve the minutes as written and presented; MG seconded, KR and AE in favor (DM abstained)
 - b. Discussion and Possible Approval of change to current ALP Mask Policy
 - i. KR motioned to approve changing the ALP Mask Policy to make mask wearing optional for all staff, students, and visitors, both indoors and outdoors, with other parts of the policy to remain in effect (including the ability for staff to request a student to wear a mask if they show symptoms); DM seconded, all in favor
 - c. Discussion and Possible Approval of “Moment of Silence” policy for ALP based on [HB2707](#)
 - i. Board members reviewed the HB2707 law recently passed by Governor Ducey, which mandates 1-2 minutes of silence daily at school
 - ii. KR motioned to approve 1 minute of silence to take place after the Pledge of Allegiance; MG seconded, all in favor
 - d. Presentation & Discussion of Stakeholder Survey Results (Dress Code) and Possible Approval of updated policy
 - i. Reviewed survey results



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- ii. No vote performed; plan to put together a proposal for dress code change to be voted upon at the next meeting
- e. Discussion and Possible Approval of H1B Extension for LH
 - i. KR motioned to approve the H1B Extension for LH as presented (with appropriate contract amendment); EV seconded, all in favor
- f. Acceptance of Staff Resignations – KR motioned to approve all staff resignations, MG seconded, all in favor
 - i. MLP
 - ii. CW
 - iii. HD
- g. Discussion and Possible Approval of 2022-2023 Job Postings
 - i. MG motioned to approve the job postings discussed; AE seconded, all in favor
- h. Parent Request for H/C and A/C Fines to be Waived
 - i. CCL/CL (March) - \$60.00
 - 1. EV motioned to approve waiving the fee, but to provide a letter of explanation to the family; DM seconded, all in favor
 - ii. KI (March) - \$140.00
 - 1. EV motioned to approve reducing the fee by 50%, and to provide a letter of explanation to the family; DM seconded, all in favor
- i. Discussion and Possible Approval of Level Learning Quote 223178000008542047 for SY23 - \$10,000 using M&O revenue
 - i. Reviewed quote; MG motioned to approve the quote as presented, AE seconded, all in favor
- j. Discussion and Possible Approval of Vista Higher Learning Quote 220486482 for SY23 - \$2280 using KG revenue
 - i. Reviewed quote; EV motioned to approve the quote as presented, MG seconded, all in favor
- k. Discussion and Possible Approval of Imagine Learning Galileo Quote 254879 for SY23 - \$3150 (\$900 from M&O, \$2250 from IIF)
 - i. Reviewed quote; DM motioned to approve the quote as presented, KR seconded, all in favor
- l. Discussion and Possible Approval of hiring Upwork contractor to set up website for Spanish version pages and insert manual translations
 - i. EV motioned to approve the Upwork contractor to set up website for Spanish version pages and insert manual translations, for a max of \$250; DM seconded, all in favor
- m. Discussion and Possible Approval of 403b/401k for Employees FY23 – reviewed options including presentation material (from above); plan to continue to gather more information and discuss with more consultations, with plan to further discuss and vote on a plan option at the next meeting.



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- i. Signature Wealth Concepts (403b)
 - ii. Paychex (401k)
 - iii. Trilogy Financial Services (401k/403b)
 - iv. Betterment at Work (401k/403b)
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. No executive session entered.
12. Announcement of future meeting: May 19th at 4:30 pm
13. Meeting adjourned: 6:44 pm