



Arizona Language Preparatory

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

Open Meeting

June 16, 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 June 16, 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: 4:38 pm
3. Roll Call
 - a. Board Members Present: Kellie Rosinski (KR), Michael Gerity (MG), Andrea Erion (AE), Dan Melton (DM, over phone), Elvira Valenzuela (EV, 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: 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),*



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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.

5. Business Manager Report
 - a. FY21 Fiscal Monitoring in GME
6. Principal's Report
 - a. Enrollment Reports - reviewed (total enrolled for next year is 94, but inquiries continue)
 - b. Staffing Update - K-2 ELA and 3-6 Spanish candidates pending board approval
 - c. Galileo Post Testing Results - reviewed
 - d. Gifted Testing Results (2nd grade) - reviewed
 - e. AASA Math & ELA Results - reviewed
 - f. ALP SWOT-C Activity with NAU Doctoral Students - reviewed
7. Old Business - Discussion Items
 - a. 2023 - 2024 Building Acquisition Updates & Discussion
 - i. Reviewed that there is a list of properties to be visited; building acquisition is also part of the strategic plan
8. New Business - Discussion and Action Items
 - a. Discussion and Possible Approval of prior Board Minutes from May 19, 2022
 - i. AE motioned to approve the minutes, DM seconded, all in favor
 - b. Discussion and Possible Approval of ALP Principal/Superintendent Contract Renewal (RM)
 - i. KR motioned to approve the contract as presented, MG seconded, all in favor
 - c. Discussion and Possible Approval of ALP Front Office Manager Contract (MH)
 - i. Proposed new position title due to scope of duties to be Front Office Manager; salary to be \$45,000 per year based on the increased duties; after essential duties are complete, there will also be the option to work from home for the remainder of school breaks; KR motioned to approve the changes discussed, MG seconded, all in favor
 - d. Discussion and Possible Approval of Personnel Recommendations & Contracts
 - i. 3-6 Spanish - [Jonathan Lameda Simancas](#)
 1. He previously worked at the Academy of Math and Science, and has great recommendations; contract offer is for \$40,000
 2. He is working on his teaching certification
 - ii. K-2 ELA - Beverly Jianhua Zhang
 1. She has applied for teaching certification
 2. She has a PhD in Chinese literature; she is a native Mandarin speaker from China
 3. Most recently she worked as a lecturer at ASU, but she has experience teaching all ages
 4. Contract offer is for \$42,000
 - iii. AE motioned to approve both candidates, EV seconded, all in favor
 - e. Discussion and Acceptance of SY23 Grants - EV motioned to formally accept the grants listed below that have been awarded to ALP; DM seconded, all in favor
 - i. IDEA (ESS) - \$9239.69
 - ii. Dyslexia Designee - \$2500.00
 - iii. Governor's 100-Day - \$8899.00



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- f. Discussion and Possible Approval of PDX Reading Specialist, LLC training for AH in amount of \$750.00 (PO72304)
 - i. AE motioned to approve the training, KR seconded, all in favor
- g. Discussion and Possible Approval of Dyslexia Designees Training Stipend of \$100/day of training (totaling \$600) for Angie Hernandez
 - i. KR motioned to approve the stipend, MG seconded, all in favor
- h. Discussion and Possible Approval of CASEL SEI Curriculum Quote# 259742/PO# in the amount of \$2723.40 utilizing Governor's Grant
 - i. MG motioned to approve the quote, DM seconded, all in favor
- i. Review and Possible Approval of ALP Vision, Mission and ALP PRIDE Characteristics & Values
 - i. MG motioned to approve the changes proposed, EV seconded, all in favor
- j. Review and Possible Approval of FY22 Audit Engagement with Mara Mann
 - i. KR motioned to approve the engagement letter, MG seconded, all in favor
- k. Review and Possible Approval of Lakeview Advisory, LLC Engagement for SY23
 - i. AE motioned to approve the engagement, DM seconded, all in favor
- l. Board Review of ALP Emergency Procedures; Possible Approval of Discussed Changes
 - i. Reviewed current procedures; no proposed changes at this time
- m. Review and Possible Approval of 2022-2023 Staff Handbook
 - i. KR motioned to approve the handbook as presented, AE seconded, all in favor
- n. Review and Possible Approval of 2022-2023 Student Handbook
 - i. AE motioned to approve the handbook as presented, KR seconded, all in favor
- o. Discussion and Possible Approval of SY23 Calendar Changes - DM motioned to approve the changes below, EV seconded, all in favor
 - i. January 2, 2023 from TIS to Holiday/OFF
 - ii. January 6, 2023 from Regular Day to Half Day
- p. Review and Possible Approval of Preliminary 2023-2024 Budget
 - i. MG motioned to approve the preliminary budget as presented, KR seconded, all in favor
- q. Discussion and Possible Approval of Guest Student Policy for ALP
 - i. Discussed that we do not currently accept guest students; however, if presented with an opportunity for a formal visiting exchange student program (eg through Phoenix Sister Cities), we would need to approve a policy in which students would need to show proof of medical insurance and pay a fee for cost of services (since tax money cannot be used to benefit non-residents); no formal action required at this time
- r. Discussion and Possible Approval of ALP associated Girl Scouts Troop for 2022-2023SY - deferred to next meeting – deferred to next meeting
 - i. Building Use
 - ii. Review of Insurance Verification
 - iii. Troop Leader Bernice Martin
- s. Review, Discussion and Completion of the Simple IRA Guide for American Funds
 - i. Reviewed the IRA guide, MG will assist in the completion of the forms
- t. Discussion of Senate Bill 1572
 - i. Provide for universal screening of pupils in preschool programs, kindergarten programs and grades one through three that is designed to identify pupils who have



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reading deficiencies pursuant to section 15-704. *IF SUFFICIENT MONIES ARE APPROPRIATED, BEGINNING IN THE 2022-2023 SCHOOL YEAR, THE STATE BOARD OF EDUCATION SHALL ADOPT A STATEWIDE KINDERGARTEN ENTRY EVALUATION TOOL TO ADMINISTER TO PUPILS IN KINDERGARTEN PROGRAMS WITHIN FORTY-FIVE CALENDAR DAYS AFTER THE BEGINNING OF EACH SCHOOL YEAR OR WITHIN FORTY-FIVE CALENDAR DAYS AFTER A PUPIL ENROLLS.*

1. Reviewed Senate Bill 1572
9. 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
10. Announcement of future meeting: July 14, 2022 at 5:00 pm
11. Meeting adjourned: 6:42 pm