



# Arizona Language Preparatory

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

## Open Meeting August 18, 2022

### Joint Corporate and Governing Board of Directors Meeting AGENDA

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 5:00 pm on August 18, 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:
3. Roll Call
  - a. Board Members Present:
  - b. Board Members Absent:
  - c. Non-Voting Officers Present:
  - d. Non-Voting Officers Absent:
  - e. Members of the Public Present:
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),*

RM 8/16/22



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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. Approval of agenda
6. PTO report
7. Business Manager Report
8. Principal's Report
  - a. Enrollment Reports
  - b. Staffing Update
  - c. School Update
9. Reports on standing items
  - a. 2023 - 2024 Building Acquisition Updates & Discussion
  - b. Strategic Planning
10. Consent Agenda (Items for Consideration, Authorization, Discussion, Direction, and Possible Approval)
  - a. Discussion and Possible Approval of prior Board Minutes from July 14, 2022
  - b. Personnel
    - i. Hiring of Lamei Hu - K-2 Mandarin
    - ii. Hiring of Johnni Burkette - Instructional Assistant and After Care Supervisor
  - c. School Year 2022-23 Compliance Statement of Assurance for ASBCS
  - d. Arizona Language Preparatory Governing Board and Charter Administration Communication Protocols
  - e. Board Bylaws (board term and election protocol); Creation of Action Plan
  - f. Parental Classroom Visitation, Tours, and Observations Policy (in accordance with HB2025)
  - g. 9/11 Education Day Policy (in accordance with HB 2325)
  - h. Sandra Day O'Conner Civic Celebration Day Policy (in accordance with ARS15-710-01)
  - i. School Ceremonies and Observances Policy (in accordance with HB2707)
  - j. 2022-2023 301 Pay for Performance Plan
  - k. Discussion about sending out a beginning of the year teacher survey
  - l. Authorizations of Expenditures
    - i. Better Chinese Estimates EST6651 (\$1530.00) & EST6652 (\$600.00) to be reimbursed by PTO
    - ii. GoGuardian 5-Year Quote Q-194600 for \$4639.00 to be paid in 4 annual installments
    - iii. Western Exterminator Company Service Agreement for \$1200.00 for 2022-2023 School Year
    - iv. Pacific Office Automation Copier Renewal Contract (\$357.39/month)
    - v. Second Amendment to SCA Lease Monthly Amount of \$9826.95 Effective August, 2022-June, 2023
    - vi. Prestige Janitorial Services Monthly Service Amount of \$1194.00/month August, 2022 - May 31, 2023

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- vii. Prestige Carpet Cleaning (Invoice 55754) for \$992.64 for summer carpet cleaning
- viii. Request to Write off ALP invoices 4587 (25.00) and 4588 (45.00) from May 2022
- m. Request for Future Agenda Items
  - i. This Agenda Item is for the Governing Board to have a running record for potential items to be placed on a future agenda. There will be no discussion on the substance, merits, or issues relating to the proposed agenda item.
- 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)
- 12. Announcement of future meeting:
- 13. Meeting adjourned:

posted 8/16/22  
1:41 pm  
RLL