



Arizona Language Preparatory

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

Open Meeting

June 15, 2023

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 4:30 pm on June 15, 2023. 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), action taken as a result of public comment will be limited to directing staff to study the matter,*

RL



Arizona Language Preparatory

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

responding to any criticism, or scheduling the matter for further consideration and decision at a later date.

5. Approval of agenda
6. PTO report
 - a. Minutes from last PTO meeting
7. Business Manager Report
 - a. Proposed Budget FY24 Overview
8. Principal's Report
 - a. SY24 Enrollment Report
 - b. Transition Plan Status
 - c. Testing Results
9. Reports on standing items
 - a. 2023 - 2024 Building Acquisition Updates & Discussion
 - b. Strategic Planning (Table until August)
10. Consent Agenda (Items for Consideration, Authorization, Discussion, Direction, and Possible Approval)
 - a. Approval of Prior Board Minutes from May 4, 2023
 - b. Acceptance of Resignation of Board Member Dan Melton
 - c. Discussion of Possible open Board seat
 - d. Personnel Items
 - i. 2023-2024 Office Manager Contract Renewal (MH) at \$48,000/year
 - ii. Approval of Contract for Pedro A. Eribes as new ALP Principal/Administrator (\$88,000)
 - iii. K-3 Classroom Aide position
 - iv. \$2000.00 Increase for Rosario Vargas for confirmed Teaching Certificate (\$45,000 to \$47,000)
 - v. Hiring RM as Educational Consultant for ALP for SY24 from Results Based Funding Bucket
 - e. Bonus Allocation 3 in the amount of \$3000 for Principal (RM) as per contract (Item 6c) to be evaluated by the end of May:
 - i. Successful completion of end of year testing
 - ii. Successful and continued efforts to increase enrollment at ALP
 - f. Discussion and Approval of Proposed Budget
 - i. Possible salary increases
 - g. Parent Hardship Request for Free KG tuition
 - h. Discussion of Storage Unit placement
 - i. Remove Renita Miller from Bank of America as a check signer
 - j. Roundstone/Bywater Health Insurance Renewal
 - i. Bidding with BLX/BLS and TriNet
 - ii. 32% premium increase/Level Funding Plan Premium Reimbursement



Arizona Language Preparatory

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

- k. Legal Compliance Audit Questionnaire (need MG signature), Invoice 101, and PO in the amount of \$1750.00 from Mar G Mann, CPA
- l. Approval of Invoice #1921(PO XXXXX) for Bilingual Pediatric Therapies in amount of \$2588.25 for March - May services
- m. Approval of Better Chinese Quote EST6861 in amount of \$1752.28 for Volume 1-3 Readers
- n. Approval of Janitorial Services
 - i. Environment Control(\$1468.00/Month \$17616.00/Year)
 - ii. Stratus(\$1885.00/Month \$22620.00/Year)
 - iii. Health Point(\$2296.67/Month \$27560.04/Year)
 - iv. Prestige(\$1340.00/ Month \$16080.00/Year)-Current company
- o. Approval of Technology Administrator
 - i. Bidding Status
 - ii. 365 Technology (891.75/month 10,701.00/Year)
- p. Discussion and Plan for Account Transfers due to Principal Change
 - i. Costco Citibank Account & Membership to Costco for ALP
 - ii. Transfer of Facebook and Instagram for ALP
 - iii. SAM.gov Entity Registration for ALP
 - iv. Ring Account for Doorbell to MH
 - v. ADE ConnectLogOn
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. Request for Future Agenda Items
 - a. 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.
13. Announcement of future meeting:
14. Meeting adjourned:

posted
6/14/2023
12:00 pm
RLL