



Arizona Language Preparatory Board of Directors
Open Meeting
November 28, 2017
Corporate Board
Minutes

1. Notice of Meeting

Pursuant to A.R.S. § 38-431.02, notice is hereby given to members of the Corporate Board of Directors of Arizona Language Preparatory and to the general public that the Corporate Board of Directors will hold a meeting open to the public at **6:00 pm on Tuesday, November 28, 2017 at ALP Campus, 4645 E Marilyn Rd, Phoenix, AZ 85032.**

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).

Additional documentation relating to public meeting agenda items may be obtained at least 24 hours in advance of the meeting by contacting Tawnie Weaver at (602)996-1595 ext. 102.

2. Call to Order

3. Roll Call

4. Approval of Previous Minutes

5. 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.

6. Discussion Items:

a. Financial Update

i. Budget

ii. Student Accounts

b. Audit Report

i. reclassify funds for tax credit since we charge fees for our HWC program.

ii. Financial- auditors creating a anticipated bad debt funds created to hold the debt until it is written off.

iii. Posting of agendas and minutes online

iv. Consolidation of Boards

1. The auditor suggested that we consolidate boards and revise the charter to show updated and accurate information.

c. Committee Updates-

i. Finance- not present

1. Budget needs to be shared with Steven to help facilitate

ii. Facilities- Dan Melton

1. Playground updates- Matt has not had a chance to complete the project

2. We have \$5,000 for playground from the PTO

3. The swing set is broken and there is a maintenance guy coming to fix the playground that specializes in playground equipment

4. The soccer goal is an ongoing issue and will hopefully be complete soon.

iii. PTO and Staff Evaluations- Michael Gerity

1. Staff evaluations need sent out by

iv. Safety- Allison Perrin

1. Lockdown drill needs set up asap

2. buckets need setup asap

v. Fundraising- not present

vi. Staff- not present

vii. Board Members- open up enrollment for both boards one to two positions for the governing board and two to three positions for the corporate board. Send a short letter of intent plus resume.

d. Expansion Update

i. Enrollment and Staffing Matrix

ii. Location Growth Plan and Options

- e. Amendment of Current Lease Agreement
- 7. Action
 - a. Approval of Chromebook Purchase
 - i. Michael motions to approve the chromebook purchase; Allison seconds, and the vote unanimously passes.
 - b. Approval of Board Consolidation pending review of Charter
 - c. Approval of Staffing
 - i. Michael moves to approve additional staffing for Genius Hour, HWC, and Enrichment plus substituting as the past rate; Dan seconds and vote unanimously passes.
- 8. Announcement of future meeting: Tuesday, December 12th
- 9. Executive Session- moving to executive session at 7:44 pm
- 10. Adjourned: