



Arizona Language Preparatory

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

Open Meeting January 18, 2024

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 January 18, 2024. 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. 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 Michele Hill at (602) 996-1595.
2. Call to Order: 4:37 pm
3. Roll Call
 - a. Board Members Present: Kellie Rosinski (KR), Elvira Valenzuela (EV), Michael Gerity (MG), Lindsay Chapman (LC), Blake Mayes (BM)
 - b. Board Members Absent: none
 - c. Non-Voting Officers Present: Michele Hill (MH), Luyao Huang (LH)
 - 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), action taken as a result of public comment will be limited to directing staff to study the matter,*



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

5. Approval of agenda – KR motioned to approve the agenda as written, BM seconded; KR, BM, MG, LC, and EV all in favor
6. Business Manager Report – Business manager Craig Hollinger presented updated financials
7. PTO report
 - a. LH presented the minutes from the most recent PTO meeting, which included preparations for the 100th day celebration, Peter Piper fundraiser, plans to compensate staff for attending the upcoming Chinese New Year performance at Desert Ridge, and plan for field day on 3/1/24
8. Principal / Administrator Report
 - a. Enrollment Report – reviewed by MH
 - b. Staffing updates – reviewed by LH
 - c. Upcoming Events and Important Dates - reviewed by LH
 - d. Quarterly assessment update - reviewed by LH
9. Reports on standing items
 - a. 2023 - 2024 Building Acquisition Updates & Discussion
 - i. Building Acquisition Subcommittee updates
 1. Discussed buildings for EV to request realtor to evaluate
 - ii. Option for one year lease extension with Scottsdale Christian Academy; review, discussion, and possible approval
 1. BM presented minor changes that he recommended be made to the one year lease extension draft proposed by SCA; board members reviewed the changes and approved the draft as presented; KR motioned to approve the draft as presented, with the plan to provide to SCA on 1/19/24 for their consideration; MG seconded; KR, BM, MG, LC, and EV all in favor
 - b. Strategic Planning - tabled
 - c. FY 2024 Tenth Year Interval Review – LH and MH reviewed updates
 - d. Updating ALP school board bylaws - tabled
 - e. Updates on working with Educational Consultant RM– LH and MH reviewed updates
 - f. ESS updates - LH and MH reviewed updates
10. Consent Agenda (Items for Consideration, Authorization, Discussion, Direction, and Possible Approval)
 - a. Approval of board minutes from meeting December 7, 2023
 - i. LC motioned to approve the minutes as presented; BM seconded; KR, BM, MG, LC, and EV all in favor
 - b. Personnel Items (board may motion to discuss in executive session)
 - i. No current personnel concerns
 - c. Discuss creating a teacher salary schedule to be effective 2024-2025 school year
 - i. Discussed a plan for MH and LH to work with ALP's educational consultant to create a teacher salary schedule
 - d. Parking lot safety during pick up and drop off



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- i. Discussed that there are times when parents/guardians drive in the opposite direction to the flow of traffic in the parking lot; MH will send out a reminder email to stakeholders about direction of traffic flow to optimize parking lot safety
 - e. Discuss Option of a 3 day HWC, per parent request
 - i. Some families have requested a 3 day homework club option; plan is for a survey to be sent out to stakeholders to find out the level of interest in this potential option
 - f. Discuss School Calendar options for 2024-2025
 - i. Reviewed calendar options for 2024-25, including the dates necessary to be blocked out in order to accommodate the Jewish holidays for neighboring Temple Chai; plan is for MH and LH to put together a proposed calendar based on PVUSD (and the Jewish holiday dates provided by Temple Chai), with plan for discussion and possible approval at the next meeting
- 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. 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.
 - i. 301 Pay for Performance plan for 2024-25 school year
 - ii. Teacher salary schedule
- 13. Announcement of future meeting: February 15, 2024 at 4:00 pm
- 14. Meeting adjourned: 6:05 pm