



Arizona Language Preparatory

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

Open Meeting February 15, 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 4:00 pm on February 15, 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: 4:08 pm
3. Roll Call
 - a. Board Members Present: Kellie Rosinski (KR), Blake Mayes (BM), Elvira Valenzuela (EV), Lindsay Chapman (LC)
 - b. Board Members Absent: Michael Gerity (MG)
 - c. Non-Voting Officers Present: Michele Hill (MH), Luyao Huang (LH)
 - d. Non-Voting Officers Absent: n/a
 - 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, LC seconded; KR, LC, BM, and EV all in favor
6. Business Manager Report - none
7. PTO report - none
8. Principal / Administrator Report – reviewed by MH and LH
 - a. Enrollment Report - reviewed
 - b. Staffing updates – reviewed; all positions filled
 - c. Upcoming Events and Important Dates
 - i. Open House is following this meeting on 2/15/24 at 5 pm
 - ii. Field day is scheduled 3/1/24, with a PTO restaurant fundraiser at Peter Piper Pizza following half day dismissal
 - iii. Parent teacher conferences scheduled 2/27-2/29/24
 - d. Quarterly assessment update - reviewed
9. Reports on standing items
 - a. 2023 - 2024 Building Acquisition Updates & Discussion
 - i. Building Acquisition Subcommittee updates
 1. Discussed a building option that is being evaluated by building acquisition subcommittee; need to determine how much tenant improvements would be necessary to make the property school ready
 - ii. Updates regarding one year lease extension with Scottsdale Christian Academy; review, discussion, and possible approval
 1. Reviewed lease addendum proposal from SCA; plan for BM to discuss the lease extension details with SCA to obtain more information before next meeting
 - b. Strategic Planning – deferred
 - c. FY 2024 Tenth Year Interval Review – deferred
 - d. Updating ALP school board bylaws– deferred
 - e. Updates on working with Educational Consultant RM– deferred
 - f. ESS updates – reviewed
10. Consent Agenda (Items for Consideration, Authorization, Discussion, Direction, and Possible Approval)
 - a. Approval of board minutes from meeting January 18, 2024
 - i. LC motioned to approve the minutes as presented, EV seconded; KR, LC, BM, and EV all in favor
 - b. Personnel Items (board may motion to discuss in executive session) - none
 - c. Discuss creating a teacher salary schedule to be effective 2024-2025 school year - deferred
 - d. School Calendar options for 2024-2025
 - i. Reviewed calendar revisions discussed at last meeting; EV motioned to approve the calendar as presented, LC seconded; KR, LC, BM, and EV all in favor
 - e. Bywater Prescription Drug Data Collection: \$1500

