



Arizona Language Preparatory

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

Open Meeting

April 8, 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 April 8, 2024. Meeting will be held virtually. 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: 4:02 pm
3. Roll Call
 - a. Board Members Present: Kellie Rosinski (KR), Blake Mays (BM), Lindsay Chapman (LC), Michael Gerity (MG; present starting at section 10)
 - b. Board Members Absent: Elvira Valenzuela (EV)
 - c. Non-Voting Officers Present: Luyao Huang (LH), Michele Hill (MH)
 - d. Non-Voting Officers Absent: n/a
 - e. Members of the Public Present: Amy (parent)
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, responding to any criticism, or scheduling the matter for further consideration and decision at a later date.*



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5. Approval of agenda – KR motioned to approve the agenda in brief format (since there is a second April meeting already scheduled on 4/29/24, with this meeting’s focus on 8e, 9a, and section 10), BM seconded; KR, BM, and LC all in favor
6. Business Manager Report - none
7. PTO report - none
8. Principal / Administrator Report – presented by MH/LH
 - a. Enrollment Report - deferred
 - b. Staffing updates - deferred
 - c. Upcoming Events and Important Dates - deferred
 - d. Quarterly assessment update - reviewed
 - e. HIB Visa process – staff update
 - i. Discussed that YG’s application was unfortunately not selected in the H1B visa lottery process; therefore, the last day we can pay YG is 5/14/24 per current visa; discussed plan to terminate her without cause effective 5/14/24, but that an option is to pay a month salary in advance; plan to vote on a definitive plan at the next meeting
9. Reports on standing items
 - a. 2023 - 2024 Building Acquisition Updates & Discussion
 - i. Building Acquisition Subcommittee updates
 - ii. Updates regarding one year lease extension with Scottsdale Christian Academy; review, discussion, and possible approval
 1. Board members reviewed the current lease extension proposal edits made by SCA; KR motioned to approve the lease addendum as presented, BM seconded; KR, BM, and LC all in favor
 - 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 - deferred
10. Consent Agenda (Items for Consideration, Authorization, Discussion, Direction, and Possible Approval)
 - a. Staff contracts 2024-2025 school year (LH, MH)
 - i. Reviewed proposed contract drafts; plan to further review and approval at next meeting
 - b. Approval of board minutes from meeting March 25, 2024
 - i. BM motioned to approve the minutes as presented, LC seconded; BM, LC, KR, and MG all in favor
 - c. Personnel Items (board may motion to discuss in executive session)
 - i. None
 - d. Child Find Policies and Procedures
 - i. Policy due Friday 4/12/24
 - ii. Policy reviewed; KR motioned to approve the policy as presented, BM seconded; BM, LC, KR, and MG all in favor



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- e. Janitorial contract bids – contracts all reviewed; KR motioned to approve the JanPro bid, LC seconded; BM, LC, KR, and MG all in favor
 - i. JanPro-\$650/month
 - ii. DBS-\$1400/month
 - iii. CleanNet-\$1200/month
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
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. YG end of year payment plan to remain compliant with current visa restrictions
 - ii. H1B visa application process (LH to present, in consideration of future applicants)
 - iii. Parent (Amy) plans to present information about commercial property search
 - iv. LH and MH contracts
13. Announcement of future meeting: April 29, 2024 at 4 pm (virtual)
14. Meeting adjourned: 4:33 pm