



# Arizona Language Preparatory

6140 E Thunderbird Rd | Scottsdale, AZ 85254 | O: (602)996-1595 | F: (602)344-9560 | [www.azlanguageprep.com](http://www.azlanguageprep.com)

## Open Meeting

November 18, 2024

### Joint Corporate and Governing Board of Directors Meeting

#### MINUTES (PRELIM)

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 November 18, 2024. Meeting will be held virtually. Members of the public and board are 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, 6140 E Thunderbird Rd, Scottsdale 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: 4:34 pm
3. Roll Call
  - a. Board Members Present: Kellie Rosinski (KR), Michael Gerity (MG), Lindsay Chapman (LC), Blake Mayes (BM, present starting with item 8a)
  - b. Board Members Absent: n/a
  - 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, responding to any criticism, or scheduling the matter for further consideration and decision at a later date.*
5. Approval of agenda- LC motioned to approve the agenda as written, MG seconded; LC, MG, and KR in favor (BM not present for this vote)
6. PTO Report - none
7. Principal / Administrator Report -reviewed by LH



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- a. Enrollment Report – reviewed
  - b. Staffing updates – reviewed
  - c. Upcoming Events and Important Dates – reviewed
  - d. New Campus Updates (including door locks) – reviewed
    - i. Deadbolts have been added to all classroom doors
8. Consent Agenda (Items for Consideration, Authorization, Discussion, Direction, and Possible Approval)
- a. Approval of board minutes from September 4, 2024 and October 14, 2024
    - i. LC motioned to approve the 9/4/24 minutes as presented, MG seconded; LC, MG, KR, and BM all in favor
    - ii. BM motioned to approve the 10/14/24 minutes as presented, MG seconded; BM, MG, and KR all in favor (LC abstained since she was not present for the 10/14/24 meeting)
  - b. Open House scheduling
    - i. Tentative date is 2/20/25
  - c. Smores annual renewal (\$1,050, with PTO paying half)
    - i. KR motioned to approve the smore renewal with the plan for PTO to pay half, LC seconded; LC, MG, KR, and BM all in favor
  - d. Reevaluation of stipend for MH
    - i. Item is on agenda to reevaluate MH's duties now that the school move has been completed; many of the additional work related to the move is no longer needed, but MH continues with additional work related to the new campus, and MH has also taken over quickbook management from the business manager
    - ii. KR motioned to reduce MH's stipend by 50% for the remainder of the contract, LC seconded; LC, MG, KR, and BM all in favor
  - e. Essential Oil Policy
    - i. The current medication distribution policy includes a statement that essential oils will not be used in the classroom
    - ii. Discussed that there are no known laws that would disallow use of essential oils in classrooms, and there are many known benefits to their use; if the oils cause a problem for students, this can be assessed on an as needed basis
    - iii. LC motioned to remove the statement about essential oils from the medication distribution policy, thus allowing use of essential oils in the classrooms at the discretion of the teachers; BM seconded; LC, MG, KR, and BM all in favor
9. Announcement of future meeting: Monday January 13, 2025 at 4:30 pm (virtual)
10. Meeting adjourned: 5:03 pm