Arizona Language Preparatory

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Open Meeting
November 2, 2026
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 2, 2026. Meeting will be held virtually. Members of the public and board are able to join via zoom (instructions can be found on the website at https://azlanguageprep.org/board-of-directors/).**
    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 front gate of Arizona Language Preparatory, 6140 E Thunderbird Rd, Scottsdale AZ 85032. The copy posted on the front gate 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: 4:31 pm
3. Roll Call
    a. Board Members Present: Kellie Rosinski (KR), Michael Gerity (MG), Tracy Northcutt (TN), Blake Mayes (BM)
    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: two parents
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 – KR motioned to approve the agenda as written, BM seconded; KR, BM, TN, and MG all in favor

6. Update Marketing Strategy/Campaigns – marketing strategy presented by TN
7. PTO Report – presented by LH
8. Business Manager Report – no updates
9. Principal/Administrator Report – presented by LH
    a. Enrollment Report - reviewed, no changes
    b. Staffing Updates – reviewed, no changes
    c. Upcoming Events and Important Dates – reviewed
    d. Financial Updates – presented by LH
        i. Reviewed proposed cost saving modifications to the mandarin K-2 class program
        ii. Reviewed proposal for MH to transition from full time to part time (changing from 5 days per week to 3 days per week) for the remainder of SY 2026-27
        iii. Reviewed proposal to request a rent reduction for the remainder of SY 2026-27 and to request the deposit to be applied to the December rent
        iv. Reviewed how to promote tax credit donations. We are currently working with two companies to promote tax donations to our school. MH with TN will also work on a packet to provide families to help raise awareness and provide instructions on how to submit tax donations.
        v. Discussed proposal to start a STEAM program on half days as a value add to the school
10. Consent Agenda (Items for Consideration, Authorization, Discussion, Direction, and Possible Approval)
    a. Discussion and Possible Approval of Board Minutes from October 7, 2026 - deferred
    b. Discussion and Possible Approval of Actions to Address Financial Challenges
        i. KR motioned to approve the points discussed under section 9d, including the proposed staffing adjustments with authorization of the administration to take the next steps for the mandarin K-2 program, the proposal for MH to become part time effective 12/1/26, authorization for MG and BM to set up a meeting with the landlord to request a rent reduction for the remainder of SY 2026-27 (and application of the deposit towards the December 2026 rent), the plan to promote tax credit donations, and the proposal by TN to launch a STEAM program on half days. The proposed changes would be effective through the end of SY 2026-27. BM seconded; KR, BM, MG, and TN all in favor.
    c. Discussion and Possible Approval of Increasing the Homework Club and Kids Club price
        i. BM motioned to approve a 10% increase in the price of HW club and Kid's Club effective in January 2027, TN seconded; KR, BM, MG, and TN all in favor
11. Announcement of future meeting: Nov 30th 4:30 pm
12. Meeting adjourned: 6:16 pm