

Meeting Minutes for Desert Heights Charter Schools

Governing Board Meeting

November 17, 2015

5:00 P.M.

Desert Heights Preparatory Academy

3540 W Union Hills Drive

Glendale, Arizona

Gym Conference Room

1. Call To Order @ 5:05 p.m.

2. Roll Call

Tony Elliott—on phone

Manuel Robles—present

Judie Kupillas—present

3. Public Comment

No public comment

4. Consent Agenda

a) Approval of meeting minutes 10/27/2015 Regular Meeting (Approved)

5. Presentation

a. Invited Guest: Matthew Kory with Pangea Wealth Management re: Company 401k options.

Securities offered through LPL Financial. They have about sixty 401(k) plans for a variety of companies. They are a local company, about 8 years old. They can help design a plan that is best for our employees. Our current product is a group annuity, which is an insurance product. Open architecture is an option for a wide array of investments. Prospective savings of \$5,596.79 for year one, and \$7,296.79 prospective savings after the first year. Record keeper is Paychex; Midland is the Trustee.

Recommendation is to start the first of the year for easier recordkeeping purposes.

6. Operational Update Reports

a) Current enrollment & attendance rate: 854 students total; 437 DHPA; 417 at DHCS

b) Review of most recent financial reports

Recommendation is to start looking hard at operating costs and make some cuts.

We will need \$30,000 per month in cash reserves next year. Currently, our income is matching payroll, and there are no funds to pay our account payables. We need to have 30-day reserves in cash flow.

c) Facilities update & condition report

Puddling water on the roof of both the gym and the two story building.

d) Marketing report

Marketing items are still in the process of being developed.

e) President's / Chairman report.

National School Lunch Program at Desert Heights. Currently, 219 students receive free lunches, 47 students receive reduced lunches, for a total of 266 students. It is a drop of 32 students from last year. DHCS lost 37 students; DHPA lost 61 students.

Blessings in a Backpack provides food for children over the weekend. Currently, 17 students at DHCS and 6 at DHPA are enrolled in this program.

AZ Central Virtual Fair for School Choice is currently held on November 17-24 in hopes of getting more students.

7. Agenda Items:

a) Discussion, consideration, and possible action regarding possible changes to DHCS company 401k plan.

No action taken

b) Discussion, consideration, and possible action regarding Move on With Reading (MOWR) program.

Susan Otto presented. She is our Title I and Reading Specialist. In 2012, Arizona passed a law that required all school districts and charters with a K-3 comprehensive literacy plan in order to receive state funding. All students are required to be proficient in reading by grade 3 based on the AzMerit score cut-off determined by the State (which has not been announced) but is in the falls far below category. DIBELS

is our benchmark screener. SRA Imagine IT is our core reading program. Based on data, third and fourth grade went back to self-contained classrooms in order to provide 90 minutes of ELA time.

No action taken

- c) Discussion, consideration, and possible action regarding amendment to Preschool Enrollment Packet.

Private preschools have to accept children with disabilities under the American with Disabilities Act, but if children are a risk to other students or require the school to hire another person, the preschool does not have to accept the child.

Approval to amend the Preschool Enrollment Packet (Judie/Tony)

- d) Discussion, consideration, and possible action regarding School Email Account Policy adaptation/modifications.

Approval to amend to the school email account policy (Judie/Tony)

- e) Discussion, consideration, and possible action regarding annual audit from Anthony Lorenzo of Lorenzo PLC for FY2014-2015.

The audit was completed with two errors of deficiencies: asset allocation and Proposition 301 monies.

No action taken

- f) Discussion, consideration, and possible action regarding approval of tax credit fees for the current school year.

No action taken

Board Meeting Adjournment @ 7:31 (Judie/Tony)