

MEETING MINUTES for DESERT HEIGHTS CHARTER SCHOOLS

**Governing Board Meeting
July 8, 2014**

**Desert Heights Preparatory Academy
3540 W Union Hills Drive
Glendale, Arizona 85308**

**Desert Heights Charter Schools, Inc.
5821 W. Beverly Lane
Glendale, AZ 85306
602 896-2900**

Board Meeting Agenda

Pursuant to A.R.S. §38-431.02, notice is hereby given to the members of the Governing Board of Desert Heights Charter Schools, and to the general public that the Governing Board will hold a meeting open to the public on Tuesday, July 8, 2014, beginning at 5:00 p.m. at the Desert Heights Preparatory Academy Campus.

Call to Order at 5:10 p.m.

Manuel Robles--present

Tony Elliott--present

Judie Kupillas--present

Public Comment

Discussion items only, no action to be taken. Any person may address the Board at this time upon any subject within the jurisdiction of Desert Heights Charter School bylaws; however, any matter that requires action may be referred to staff and /or a committee for a report and recommendation for possible action at a subsequent Board meeting. Please note there may be a five (5) minute limit per topic.

Consent Agenda

- a. Approval of meeting minutes from 6/17/2014
- b. Approval of meeting minutes from 6/24/2014

Accounting and Finance Report

AFR was signed and needs to be submitted by July 15

Marketing Committee Report

President's Report

- Update on enrollment: we're currently at 841
- Repair of parking lot at the elementary campus should be concluded by July 21
- Replace of carpet and tile of the preschool
- Still waiting for word on the bus lease; paperwork needed to be resubmitted with Desert Heights Charter Schools, Inc. instead of Partnership with Parents, Inc.

Chairman's Report

- a. Update on Bond Funds - Improvements
- b. Ground Breaking - July 24, 2014 @ 5:00pm
- c. DHPA Construction Updates
 - The proposed area for bringing in power for our buildings may not be sufficient and additional construction costs may be incurred.
 - Design team has come up with a color scheme and interior package
 - There's a possible buyer for the modular that was existing when we moved DHPA to its current campus

Agenda Items

1. Discussion, consideration, and possible action regarding separating the finance ledgers for the Elementary and Preparatory Campuses.
MOTION: To separate the finance ledgers for the elementary and preparatory campuses (Tony/Judie). This item was passed unanimously.
2. Discussion, consideration, and possible action regarding opening an ATM, Operating, and School Activities Account for Preparatory Campus.
MOTION: Opening an ATM, Operating, and School Activities Account for Preparatory Campus (Tony/Judie). This item was passed unanimously.
3. Discussion, consideration, and possible action regarding separate payrolls for Charter and Preparatory Campuses.
MOTION: separate payrolls for Charter and Preparatory Campuses (Tony/Judie). This item was passed unanimously.
4. Discussion, consideration, and possible action regarding a Board Member to be an alternate signer on all school accounts.
MOTION: Approval of Judie Kupillas to be an alternate signer on all school accounts (Tony/Judie). This item was passed unanimously.
5. Discussion, consideration, and possible action regarding benefits survey for faculty and staff members.

Manuel Robles will work with Krissi to get the survey in constant contact to send. No action taken.
6. Discussion, consideration, and possible action regarding updated conflict of interest disclosures.

Board members signed conflict of interest policy. Manuel Robles will forward these to Nancy Parra

Executive Session

Motion to enter executive session at 5:57 p.m. (Tony/Judie).

Invited Guests: Mark Jiles

Motion to exit at 6:15 (Tony/Judie)

The Open Meeting Law requires that a public body advise all persons attending an Executive Session, or obtaining access to Executive Session minutes or information, that such minutes and information are confidential. Any action by the Board will be taken in open session.

Pursuant to A.R.S. §38-431.03(A)(1), (A)(3), (A)(4) and/or (A)(7), the Governing Board may vote to go into executive session, which will not be open to the public, to discuss the matters specified below:

Discussion or consideration of employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee of any public body.

1. Discussion of renewal of President's contract

Return to Agenda Item:

7. Discussion, consideration, and possible action regarding President's contract.

Motion to approve President's contract (Tony/Judie). This item was passed unanimously.

Adjourn at 6:17 p.m.

Tony/Judie

Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting, Nancy Parra at 602-896-2900 TDD telephone number. Requests should be made as early as possible to arrange the accommodation.