

Meeting Minutes for Desert Heights Charter Schools

Governing Board Meeting

November 18, 2014

5:00 p.m.

Desert Heights Preparatory Academy

3540 W Union Hills Drive

Glendale, Arizona 85308

Call to Order @ 5:00 p.m.

Tony Elliott – present

Manuel Robles – 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.

a. Key Club

Brianna Hall, president of Key Club spoke about Key Club week; Key Club made 21 boxes for Operation Christmas Child. Key Club and Builder's Club are off to great starts. Next year the goal is to offer K-Club for the 5th and 6th grade students

Consent Agenda

- a. Approval of meeting minutes from 10/14/2014 [Approved]

Accounting and Finance Report

- a. September Financials

Marketing Committee Report

January 28, 2015 Glendale Chamber will be invited out to showcase the new gym and encourage open-enrollment for new students; will attempt to align a mailing campaign to coincide with this event.

President's Report

- Numbers at DHCS 392
- Numbers at DHPA 399
- Fiscal audit was completed; Anthony noted that we needed a signature system for items added to quickbooks by CSI; all checks need to be accounted for, so Mark will need a lock box for checks and will distribute checks to Nancy Glasman. Alexis Santos will become Nancy's back-up and become familiar with payroll and accounts payable.

- AZMerit testing dates have been made available
- Our AZ Corporation Commission paperwork has been signed
- Corporate Amendment request to remove Richard Waterhouse from our 401(K)
- New calendar for next school year has been sent out to board members for review.

Chairman's Report

a. DHPA Construction Updates

- Relocation of irrigation line came in at \$21,000
- New gym floor will be ½" wood parquet floor; 9-foot center logo
- Contractor will not be able to bore under Union Hills, so cutting through Union Hills will have to be done for electrical
- Leased modular will have to be removed; we are evaluating our options with Modular Solutions to determine what's cheapest and most effective
- Preparation for lighting for field will be completed, but we will not be able to afford field lighting at this time

Agenda Items

1. Discussion, consideration, and possible action regarding updated DHPA Facility Lease Agreement.

**Motion to approve DHPA Facility Lease Agreement (Tony/Judie)
[unanimous]**

2. Discussion, consideration, and possible action regarding Amended Student Injury Report Form.

**Motion to approve the Amended Student Injury Report Form (Tony/Judie)
[unanimous]**

3. Discussion, consideration, and possible action regarding updated DHPA Stakeholders Survey.

The board acknowledges the updated DHPA Stakeholders Survey

4. Discussion, consideration, and possible action regarding Approval of Arizona Revised Statute 15-183 (Fingerprint Clearance Card Policy).

Motion to adopt the Arizona Revised Statute 15-183 as Desert Heights Charter Schools Fingerprint Clearance Card Policy (Tony/Judie)

- All new employees from this point forward obtain a Fingerprint Clearance Card.
- Volunteers will be required to obtain an FBI background check and/or Fingerprint Clearance Card, depending on whether they have extended exposure to children

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

Tabled

Adjourn

Motion to adjourn (Tony/Judie) @ 7:05 p.m.