

Meeting Minutes for Desert Heights Charter Schools

**Governing Board Meeting
September 15, 2015
5:00 P.M.**

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

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

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

Tony Elliott—present

Manuel Robles—present

Judie Kupillas—present

2. Public Comment

Discussion items only, no action can 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 public Desert Heights Governing Board meeting. Please note there may be a five (5) minute limit per topic.

No public comment

3. Consent Agenda

- a) Approval of meeting minutes 08/27/2015 Regular Meeting (approved)

4. Operational Update Reports

- a) Current enrollment & attendance rate

871 current enrollment. Attendance average of 98% for both campuses

- b) Review of most recent financial reports

AFR review for fiscal year ending June 30, 2015. Need to be submitted by October 15, 2015.

- c) Facilities update & condition report

DHPA: rain brought a roof leak to a classroom in high school building with an interactive TV. Subcontractor has been called.

Warranty items that need to be addressed include flooring, elevator, and locks.

Grass is looking greener on the field; hired a landscape contractor to mow it regularly.

DHCS: Campus clean-up. New employee: Cliff Cleveland is our new bus driver, maintenance person, and miscellaneous helper.

Preschool: everything is okay with the facilities

- d) Marketing report

Postcards need to be updated

Magnets for the busses are in the process of being developed

- e) President's / Chairman report.

Move-on reading presentation will be presented in October's board meeting.

AZMerit scores will not be available until November (tentative based on state's release of information)

5. Agenda Items:

- a) Discussion, consideration, and possible action regarding review and approval of the state Annual Financial Report (AFR).

**Approval of state Annual Financial Report for fiscal year ending June 30, 2015
(Tony/Judie)**

- b) Discussion, consideration, and possible action regarding review and approval of the amended budget for FY15-16.

Approval of amended budget FY15-16 (Judie/Tony)

- c) Discussion, consideration, and possible action regarding modification of employee handbook and insurance eligibility.

No action taken

Desert Heights needs a waiver for every employee to ensure that we don't get fined based on the Affordable Care Act.

No action taken

- d) Discussion, consideration, and possible action regarding scheduling annual review of DHCS President.

No action taken, but President's annual review scheduled for October 7.

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

No action taken.

Board Meeting Adjournment. Motion to adjourn @ 5:50 p.m. (Tony/Judie)