

# **Meeting Minutes for Desert Heights Charter Schools**

## **Governing Board Meeting**

**June 14, 2016**

**4:30 P.M.**

### **Desert Heights Preparatory Academy**

**3540 W Union Hills Drive**

**Glendale, Arizona**

**Gym Conference Room**

#### **Board Meeting Agenda:**

1. Call to Order @ 4:32 p.m.
2. Roll Call
  - Manuel Robles--present
  - Judie Kupillas--present
  - Michelle Williams--present
  - Sherrie Blanton--present
3. Public Comment:
  - Potential Board Member in attendance, Peggy Martin
4. Consent Agenda
  - a) Approval of meeting minutes 05/17/2016 Regular Meeting (Approved)
5. Operational Update Reports
  - a) Current enrollment & attendance rate
    - Enrollment for DHCS: 429
    - 20 students at the charter have left for a new Legacy Traditional Schools program at 67<sup>th</sup> Ave and Thunderbird
    - Enrollment for DHPA: 533
  - b) Marketing report
    - New marketing business program is in the creation with the potential for students to create content, with accessibility to a green screen and professional video equipment.

6. Agenda Items:

- a) Discussion, consideration, and possible action regarding property and general liability insurance policies renewal.

Tabled until we get a final quote

- b) Discussion, consideration, and possible action regarding revised district calendar for the 2016-2017 school year.

Revisions: Half day on December 22; last day of school half day on May 25

**Approval of revisions to district calendar for the 2016-2017 school year (Judie/Sherrie)**

- c) Discussion, consideration, and possible action regarding formal procurement catering agreement for the 2016-2017 school year.

Raise in prices for lunches from \$2.90 to \$3.00

Decreasing service time from 4 hours to 2 ½ hours

The threshold service fee at DHPA will change from 100 to 75 students in order to reduce service fees.

**Approval of revisions to the formal procurement catering agreement for the 2016-2017 school year (Judie/Sherrie)**

- d) Discussion, consideration, and possible action regarding the permanent food service agreement

The permanent food service agreement will remove Beth Gue and add Darlene Darney as an authorized signer.

**Approval of permanent food service agreement (Judie/Sherrie)**

- e) Discussion, consideration, and possible action regarding special education policies and procedures.

**Approval of special education policies and procedures (Judie/Sherrie)**

- f) Discussion, consideration, and possible action regarding amending FY2016-2017 school budget to include prop 123 income projections.

Desert Heights is anticipating a check for \$32,000 for the first installment

**Approval of revised budget for FY2015-2016 for to include Prop 123 income (Judie/Sherrie)**

- g) Discussion, consideration, and possible action regarding budget proposed for FY2016-2017 for state submission.

**Approval of proposed budget for FY2016-17 school year (Judie/Sherrie)**

- h) Discussion, consideration, and possible action regarding removal of Michelle Robles from all school accounts.

**Approval of the removal of Michelle Robles from two of the school accounts (school activity and student activity) (Judie/Sherrie)**

- i) Discussion, consideration, and possible action regarding adding Mrs. Neeru Verma as a signor on the School Activity and Student Activity account.

**Approval of Mrs. Neeru Verma as a signor on the school activity account and student activity account.**

- j) Acknowledgement of Mrs. Michelle Williams leaving the DHCS Board.

The board thanks Mrs. Michelle Williams for her service.

- k) Discussion, consideration, and possible action regarding vacant board positions and annual reporting with Arizona Corporation Commission.

The board will discuss with legal counsel of splitting the corporate board and governing board, and if that's possible.

- l) Discussion, consideration, and possible action regarding board members elections. Board member elections will be tabled until there are at least three board members.

- m) Discussion, consideration, and possible action regarding disclosure of board member possible conflict of interests.

Manuel Robles, Sherrie Blanton, and Peggy Martin received conflict of interest forms.

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

No items for discussion

**Board Meeting Adjournment @ 5:42 p.m. (Judie/Sherrie)**