

## NOTICE OF MEETING DATE AND POSSIBLE EXECUTIVE SESSION OF TEMPE PREPARATORY ACADEMY

Pursuant to Arizona Revised Statutes (A.R.S.) 38-431.02, notice is hereby given to the members of the Board of Directors (the Board) of Tempe Preparatory Academy and to the general public that the Board will hold a meeting open to the public as specified below. The Board reserves the right to change the order of items on the agenda. Some members of the Board may participate by conference telephone. Pursuant to A.R.S. 38-431.03 (A) (3), the Board may vote to go into Executive Session, which will not be open to the public. The meeting is scheduled for **Thursday, September 11, 2008 at 6:00 p.m.** in the Student Union at Tempe Preparatory Academy, 1251 East Southern Avenue, Tempe, AZ. Copies of the agenda and supporting materials will be available at the school office 24 hours prior to the meeting.

### **THE AGENDA FOR THE MEETING IS AS FOLLOWS:**

#### **REGULAR SESSION**

1. **Call to Order.** (J. Hughes)

2. **Call to the Public.** (J. Hughes)

a. At this time, any member of the public is allowed to address the Board of Directors on any issue not already on tonight's agenda. Pursuant to Arizona Open Meeting Law, at the conclusion of the Call to the Public, individual members of the Board may respond to criticism made by those who have addressed the Board; may ask staff to review the matter; or may ask that the matter be placed on a future agenda. However, members of the Board shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action. On agenda items specified for a vote, members of the public may comment after the Board Discussion, prior to any vote on the matter.

3. **Consent Agenda:** all matters on the consent agenda will be approved by a single board vote without discussion. Any matter on the consent agenda will be removed from the consent agenda and discussed as a regular agenda item upon the request of any board member.

#### **Discussion/Action Items:**

a. **Approval of July expenditures and budget.**

b. **Reading/Approval of the minutes of the previous meetings:**

i. August 14: Regular Meeting

ii. August 26: Regular Meeting.

c. **Approval of Personnel Items**

i. Resignation, Julie Boles

ii. Administrative Proposal, Julie Boles

iii. Administrative Assistant, Anna Gregg

**E Ortiz moved to approve the consent agenda items a and b. K Brockelman seconded. Motion passed.**

4. **Discussion/Action Item on a proposed a Summer 09 Italy student trip** (L. Hickernell)

**S Hallman moved to approve the concept of a trip to Italy or Greece led by Lori Hickernell, with further information to be given to the Board as arrangements are made. E Ortiz seconded. Motion passed.**

5. **Discussion/Action Item on modified parent volunteer policy.** (J. Boles)

**S Hallman moved to approve the revised parent volunteer policy. E Ortiz seconded. Motion passed.**

6. **Discussion/Action Item on Headmaster selection process** (E.Ortiz)

7. **Discussion/Action Item on fundraising proposal** (S. Hallman)

8. **Discussion/Action Item on faculty/staff holiday party** (E. Ortiz)

9. **Discussion/Action Item on strategic goals for 08-09** (J. Hughes)

10. **Discussion/Action Item on administrative handling of BOD mail** (J. Hughes)

**S Hallman moved to approve that the front office would open all mail addressed to the Board unless marked "confidential", for which the relevant Board member would be notified. K Brockelman seconded. Motion passed.**

11. **Headmaster's Report** (J. Boles)

**Discussion/Action Items:**

a. **Special education 08-09 contract**

S Hallman moved to approve the Special education 08-09 contract. G Golka seconded. Motion passed.

b. **Director of Administration Services Proposal**

c. **Administrative Assistant/Development Proposal**

d. **08-09 Faculty Evaluation Document and Proposal**

S Hallman moved to approve the 08-09 Faculty Evaluation Document and Proposal. E Ortiz seconded. Motion passed. G Golka voted No.

e. **Professional Development Days**

f. **Follow up TPA Liberal Arts Communication Plan**

g. **Discussion of Faculty Handbook**

h. **Discussion and possible motion on Air Conditioning situation**

i. **August 2008 ADM/ADA Report**

12. **Report from Faculty Representative to Board.** (E Denny)

13. **Report from Parent Organization to Board.** (S. Begley)

14. **Board Advisory Sub-Committee Reports / Announcements**

a. **Finance Committee Report.** (J. Hughes)

b. **Extracurricular Sub Committee Report.** (C. LeBeau)

c. **Policy and Governance Committee Report.** (K Brockelman)

d. **Facilities Committee Report** (E. Ortiz)

e. **Appointments Committee Report** (E. Ortiz)

At this time, the public is to leave the room and take all materials such as backpacks, purses, and briefcases.

S Hallman moved to enter Executive Session at 7:50p.m. K Brockelman seconded. Motion passed.

**EXECUTIVE SESSION**

All business conducted in Executive Session is confidential pursuant to A.R.S. 38-431.03.

a. **Discussion on Head of School and transition plan/ contract terms arrangement**

S Hallman moved to reenter Regular Session at 8:25p.m. K Brockelman seconded. Motion passed.

**REGULAR SESSION (Continued)**

**Possible motions from the Executive Session.** (J. Hughes)

i. Discussion

ii. Call to the Public.

iii. Possible Vote on items presented

15. **Announcements** (J. Hughes)

16. **Next Board Meeting: Thursday, October 16<sup>th</sup>, 2008 at 6:00 p.m. in the Student Union**

17. **Adjournment.** (J. Hughes)

S Hallman moved adjourn at 8:26p.m. K Brockelman seconded. Motion passed.

Dated and posted this 1st day of March, 2008

Tempe Preparatory Academy

By John Hughes, President of the Board

1:15 PM