

Tempe Preparatory Academy
Board of Directors
APPROVED MINUTES

Date: October 21, 2009

Time: 6:00p.m.

Location: Student Union

A regular meeting of the Tempe Preparatory Academy Board of Directors was held in the Student Union of Tempe Preparatory Academy, 1251 East Southern Avenue, Tempe, Arizona, pursuant to A.R.S. 38-431.02, notice having been duly given.

Board Members Present: J Hughes, President. C LeBeau, Vice President. E Ortiz, Treasurer. T Kilby, Secretary. K Brockelman. Sara Begley, PTO ex-officio member. Lori Hickernell, Faculty ex-officio member.

Board Members Absent: J Evans.

Others Present: Hugh Hallman, TPA counsel and Headmaster. Barbara White, Business Manager.

AGENDA

1. **Call to Order.** J Hughes called the meeting to order at 6:03p.m.
2. **Call to the Public.** No one answered the call to the public.
3. **Consent Agenda:** All matters on the Consent Agenda may be approved by a single Board vote without discussion. Any matter on the Consent Agenda may be removed from the Consent Agenda and discussed as a Regular Agenda item upon the request of any Board Member.

- a. Reading/Approval of the minutes of previous meetings:
 - i. September 9, 2009: Regular Meeting (A)
- b. Approval of Annual Financial Report 2008-2009 Fiscal Year (A)
- c. Review and approval of monthly/quarterly financial statements (A) (B. White/H.

Hallman)

C LeBeau moved to approve items a) and b) on the Consent Agenda. E Ortiz seconded. Motion passed.

After discussion with Barbara White and Mr. Hallman, **C LeBeau moved to approve item c). E Ortiz seconded. Motion passed.**

4. **Regular Agenda:**

- a. Headmaster's Report. (H. Hallman)
 - i. Enrollment & Discipline--Mr. Hallman noted that the two 9th grade withdrawals will be replaced. Enrollment will be 335 students. 340 students had been projected for budgeting purposes. This will be \$25,000 less than expected. But expenditures are already being addressed. Mr. Hallman noted that there have been several detentions for attendance issues, and discussed the absence policy and the recent letter to families. He also discussed the PASS system.
 - ii. State & School Budget Challenges—Mr. Hallman noted that the State budget is still out of balance. A 5% cut in state monies is anticipated at this point. He proposed discussing with the faculty the possibility of a 5% pay cut. Mr. Hallman proposed a 10% pay cut for himself.

- iii. Fundraising—Mr. Hallman discussed his plan for raising tax credit money internally from TPA families and also from external sources. Community fundraising has included a \$2500 donation from the Fiesta Bowl Foundation.
- iv. Transportation for Extracurricular Programs—Mr. Hallman noted that a parent had raised some concern about athlete transportation to sporting events. Currently, most in-county event transportation is provided by parents. Although it was suggested, the purchase of a bus, the maintenance, and costs is not justified.
- v. School Uniform Contract—Mr. Hallman updated the Board on the agreement with Dennis Uniforms. Parents are not obligated to use Dennis, but Dennis sets the standard that must be followed.
- b. Process and qualifications of additional board member (J. Hughes)—The Board wants to find an additional member with financial background. This was recommended by our past Audits, although is not required by law. The Board directed Mr. Hallman to inform the TPA community about the Board's plan.
- c. TPA/TPJA Holiday Party—E Ortiz noted that the Board-sponsored Faculty holiday party would be on Friday December 18. All funds for the party are donated by Board members. For accounting purposes, Barbara White will accept the donation checks and process the expenses.
- d. Accreditation Process-North Central--Mr. Hallman noted that our accreditation process will require a self-assessment. The Department Heads will each draft one section, and then he will have faculty groups, Board members and some parents and students to review this.
- e. Facility Committee Update--E Ortiz noted that she and Dave Maza are working on a proposal for a long-term plan for the school.
- f. Faculty Report--L. Hickernell noted that the faculty was busy with parent / teacher conferences, and she had no other issues to report.
- g. Parent Organization Report--S. Begley noted the PO is sending out a weekly email newsletter. The hot lunch program with on-line ordering is well received and will be expanded.

At 7:05p.m. K Brockelman moved to enter Executive Session. T Kilby seconded. Motion passed.

5. **Executive Session:** All business conducted in Executive Session is confidential pursuant to A.R.S. 38-431.03. At this time, the public is to leave the room and take all materials such as backpacks, purses, and briefcases.

- a. Discussion/Consultation with Attorney for legal advice regarding bond pool and 2008-2009 audit findings (A.R.S. Section 38-431.03(A)(3)). (H. Hallman, General Counsel)
- b. Discussion/Consultation with Attorney regarding contracts for solar energy (A.R.S. Section 38-431.03(A)(4)). (H. Hallman, General Counsel)
- c. Discussion/Consultation with Attorney regarding employment matters—fingerprint clearance issues (A.R.S. Section 431.03(A)(1)). (H. Hallman, General Counsel)
- d. Discussion/Consideration of records exempt by law from public inspection—student record (A.R.S. Section 431.03 (A) (2)). (H. Hallman, Headmaster and General Counsel)

At 8:02p.m. T Kilby moved to re-enter Regular Session. K Brockelman seconded. Motion passed.

6. **Regular Agenda (Continued):**

- a. Possible motions from the Executive Session.
- b. Discussion
- c. Call to the Public.

d. Possible Vote on items presented

E Ortiz moved to direct Mr. Hallman to move forward on the solar plan for TPA by negotiating a contract with SolarCity, presenting it to the Arizona Corporation Commission, subject to final Board approval. K Brockelman seconded. There was no additional discussion, and no public input was volunteered. Motion passed.

7. **Announcements:** None.

8. **Next Board Meeting:** Tuesday, November 17, 2009 at 6:00 p.m. in the Student Union.

9. **Adjournment:**

At 8:08p.m, E Ortiz moved to adjourn. K Brockelman seconded. Motion passed.

Respectfully Submitted,

Tara Kilby, Secretary
Susan Hallman, Scribe