

Tempe Preparatory Junior Academy  
Board of Directors  
APPROVED MINUTES

Date: June 16, 2010

Time: 6:00p.m.

Location: Student Union

A regular meeting of the Tempe Preparatory Junior 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. E Ortiz, Treasurer. T Kilby, Secretary. T Bush. M Rhoades, PTO ex-officio member. J Veenstra, Faculty ex-officio member.

**Board Members Absent:** K Brockelman. J Evans. C LeBeau, Vice President.

**Others Present:** Hugh Hallman, TPA counsel and TPJA Headmaster, B White, Business Manager. H Topper, Accountant.

1. **Call to Order.** J. Hughes called the meeting to order at 6:06P.M.
2. **Call to the Public.** Sara Begley introduced the Board to Mrs. Rhoades who will take over as the PO liaison. Barbara White invited the Board to inspect the condition of our current text books.
3. **Consent Agenda:**
  - a. Reading/Approval of the minutes of previous meetings:
    - i. May 12, 2010: Regular Meeting
    - ii. May 12, 2010: Executive Session
  - b. Review and approval of monthly financials.

E Ortiz moved to approve the consent agenda. T Kilby seconded. Motion passed.

4. **Regular Agenda:**

a. **Headmaster's Report.**

1. Discipline & Enrollment—Mr. Hallman reviewed the expected enrollment for the next school year.
2. Cash Flow & State Payment Issues—Mr. Hallman noted that expected State payments are coming in.
3. Board-Faculty Summit & Topics—Mr. Hallman reviewed the plans for the Summit.
4. Back-to-School Night—It has been proposed to happen at Ed Options—a larger space.
5. Final Calendar—Presented for review.

- b. **Proposed Budget for 2010-2011 & Special Meeting**—Mr. Hallman discussed the proposed budget in detail, and how explained how it was formatted. 100% salaries are being given, with a reserve fund to try to protect against further State budget cuts. Lease expenses are allocated based on use—since TPJA will require more space from TPA, this amount goes up. Discussion was held. A meeting will need to be held to formally adopt the budget as soon as the State up-loadable form is available. This will be at 4:00p.m. on June 28, 2010.
- c. Retentions & Retention Waivers Policy—Mr. Hallman reviewed the TPJA Promotion Policy.
- d. Nomination and Election of Officers—E Ortiz nominated the proposed slate. T Bush seconded—President—E Ortiz, Vice President—K Brockelman, Treasurer—T Bush, Secretary—T Kilby. Motion passed.
- e. Faculty Report. J. Veenstra—none.

f. Parent Organization Report. M. Rhoades—none.

T Bush moved to enter Executive Session at 6:37p.m. E Ortiz seconded. Motion passed

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

a. Discussion regarding confidential records and information—Retentions, Retention Waivers and related issues (A.R.S. Section 38-431.03(A)(2)).

b. Discussion/Consultation with Attorney for legal advice regarding 2009-2010 Audit (A) (A.R.S. Section 38-431.03(A)(3)).

T Bush moved to re-enter Regular Session at 6:47p.m. T Kilby 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.

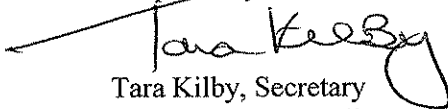
E Ortiz moved to approve the Auditor's engagement letter. T Kilby seconded. Motion passed.

6. **Announcements:** None

7. **Next Board Meeting:** June 28, 2010 at 4:00p.m. in the School Office.

8. **Adjournment:** At 6:49p.m, E Ortiz moved to adjourn. T Kilby. Motion passed.

Respectfully Submitted,

A handwritten signature in black ink that reads "Tara Kilby". The signature is written in a cursive style with a long horizontal line extending to the left.

Tara Kilby, Secretary  
Susan Hallman, Scribe