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

Governing Board Meeting June 16, 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

Call to Order @ 5:10 p.m.

**Public Comment** 

# **Consent Agenda**

a. Approval of meeting minutes from 06/02/2015 (approved)

## **Accounting and Finance Report**

a. Review Recent Financial Reports

#### **Marketing Committee Report**

a. Open House/Chamber Dedication

#### **President's Report**

- a. Current Enrollment and Attendance Rates (Charter = 413 and DHPA = 454)
- b. Review of proposed Adopted Budget for FY2015-2016

# **Chairman's Report**

- a. Invited Guest:
  - i. Jim Knoll with The Arizona Group

#### **Agenda Items**

1. Discussion, consideration, and possible action regarding risk and liability insurance as presented by the Arizona Group (renewal 07/01/2015).

Approval of Wright and Hartford as insurance carriers for risk and liability insurance (Tony/Judie) [unanimous].

- 2. Discussion, consideration, and possible action regarding MTSS (Title 1) program.

  Approval of the Multi-tiered System of Supports for Desert Heights' Title 1 program (Tony/Judie) [unanimous].
- 3. Discussion, consideration, and possible action regarding approval of adopted FY2015-2016 budget for State Submission.
  - Approval of the adopted FY2015-2016 budget for state submission (Judie/Tony) [unanimous].
- 4. Discussion, consideration, and possible action regarding an additional bus lease with RWC/Wells Fargo for a 2nd transportation bus.
  - Approval of additional bus lease RWC/Wells Fargo for a second transportation bus. (Tony/Judie) [unanimous]
- 5. Discussion, consideration, and possible action regarding establishing a bank account for the Athletic Department.
  - Tabled until next meeting in order to provide the board with a physical list of income items and flow of cash.
- 6. Discussion, consideration, and possible action regarding adding Ashley Munson as a signor to manage ATM, Student Activities, and Athletic accounts.
  - Tabled until next meeting until a review of individuals having deposit access and withdrawal access. Ideally, one individual should handle deposits; another individual should handle withdrawals, and a third person to review reconciliation.
- 7. Discussion, consideration, and possible action regarding Ashley Munson managing aftercare billing and making Quick Book journal entries on behalf of DHPA.
  - Tabled until next meeting until a review of individuals having deposit access and withdrawal access. Ideally, one individual should handle deposits; another individual should handle withdrawals, and a third person to review reconciliation.
- 8. Discussion, consideration, and possible action regarding approval of tax credit fees for the current school year.

### No Action

9. Discussion, consideration, and possible action regarding nomination and election of board of directors for the FY2015-2016.

Tony nominates Manuel Robles to remain as Chairman

**Approval of Manuel Robles as Chairman (Tony/Judie)** 

Tony nominates Judie Kupillas to remain as Secretary

Approval of Judie Kupillas as Secretary (Tony/Manuel)

Manuel nominates Tony Elliott to remain as Vice Chair

Approval of Tony Elliott as Vice Chair (Judie/Manuel)

Adjourn @ 6:40 [Judie/Tony]

July 28 is the next meeting