

Regular Board Meeting of the Corporation October 22, 2018 5:30p.m.	Northland Preparatory Academy 3300 East Sparrow Avenue Flagstaff, AZ 86004
---	---

DRAFT MEETING MINUTES

I. Call to Order Ian Cribbs
Meeting began at 5:33pm.

II. Pledge of Allegiance Ian Cribbs

III. Roll Call of Members Ian Cribbs

	Officers*		Members*
X	Ian Cribbs (President)	X	Chris Aungst
X	Ted Reed (Vice President)	X	Danielle Eadens
X	Darlene Burden (Treasurer)		Kathleen King
X	Nihal Sarikaya (Secretary)	X	Jill Ulm
		X	Cristy Zeller

*Quorum requirement met (8 members present)

	Administrators in Attendance	Others in Attendance
X	David Lykins (Superintendent)	Dallas Siler
X	Toni Keberlein (Principal)	
X	Steve Danner (Business Manager)	

IV. Welcome Ian Cribbs

V. Approval of minutes from Board meeting on September 24, 2018 Ian Cribbs
A motion to approve the draft minutes as presented was made by **Ted Reed** and seconded by **Ian Cribbs**. The motion passed unanimously.

VI. NPA Business Items and Presentations

- A. Presentation and Discussion on 2017/2018 Audit Report Dallas Siler
During the meeting, Dallas Siler presented a summary of the audit report. Please refer to Fiscal Year 2018 Report for details. In short, the school is compliant. NPA's net asset is \$54000. The debt ratio was not a concern for the auditor. Other schools encounter issues when there is a discrepancy between actual and documented (compliance) and when growth occurs too fast and carry large debt.
- B. Presentation/submission of NPA Annual Financial Report Steve Danner
The Annual Financial Report (AFR) was submitted, on 10/12/2018, to the Arizona Department of Education. Signatures were sent to the State after the Finance Committee Meeting on 10/16/2018.
- C. Presentation and discussion: Investment opportunity Steve Danner/Dave Lykins
The Finance Committee made a recommendation to investigate investment opportunities in CDs (Certificate of Deposit). After an investigation, the findings were presented to the Finance Committee, which recommended and proposed that the Board authorize the

Treasurer and Administration to set up a brokerage account through either or both of our current banks and invest \$1million of current cash reserves in four one-year, FDIC-insured CD's at the highest interest rate available at the time of investment.

ACTION ITEM: Discussion and possible action to approve investment of cash reserves as presented.

Ian Cribbs moved for an approval for the Board to authorize brokerage accounts in CDs at highest rate. The motion was seconded by Chris Aungst and passed unanimously.

- D. Presentation and discussion of September Financial Summary Steve Danner
November 1st payment from the State will be based in actual student enrollment numbers. John Faccone worked on functional expenses. Also, Restricted Net Assets were discussed with John Faccone and he will look into it.

ACTION ITEM: Discussion and possible action to approve September Financial Summary as presented.

Ted Reed moved for an approval of the September Financial Summary. The motion was seconded by Cristy Zeller and passed unanimously.

- E. AZ Merit student data presentation (growth component) Toni Keberlein
Per Principal Keberlein, for specific students, a specialized plan is developed and implemented by November 1st so that students achieve proficient level. Year Over Year comparison, NPA improved from 88.68 (A, 2017) to 91.58 (A, 2018). For 2018, the State stated that 84-100 is an A.
- F. NPA Showcase presentation Toni Keberlein
Families will tour thru the buildings and hear testimonials. Art department will put on performances. Exit survey will be conducted to receive feedback on the Showcase. Marketing method for the showcases included mass mailing, KNAU radio ad, Chamber of Commerce ad, and banners.
- G. ASBA July and August Charter policy updates Dave Lykins
(second reading)
As mentioned in September Board Meeting, most of the changes were in the language: switching “may” to “shall.” The ASBA recommended that no auditor be consulted for more than three consecutive years. The purpose is to demonstrate transparency and implement Best Practices.

ACTION ITEM: Discussion and possible action to approve/adopt July and August Charter policy update as presented.

Ian Cribbs motioned to approve and adopt July and August Charter policy updates. Ted Reed seconded the motion, which was approved unanimously.

- H. ADE special education policy and procedure updates Dave Lykins
As mentioned in September Board Meeting, most of the changes were with regards to language and syntax. The compliance issues, that ADE recommended, are already implemented at NPA. This includes Childfind.

ACTION ITEM: Discussion and possible action to approve/adopt ADE special education policy and procedure updates as presented.

Chris Aungst motioned to approve and adopt July and ADE special education policy and

procedure updates. Danielle Eadens seconded the motion, which was approved unanimously.

I. Committee Reports

Ian Cribbs

- a. Bylaws and Policies – Review and decision recommendations
Chairperson: Ted Reed
Did not meet.
- b. Community Enrichment (CEC) - Review and decision recommendations
Chairperson: Jill Ulm
Report: Refer to CEC Draft Minutes from 10/17/2018.
- c. Finance – Review and decision recommendations
Chairperson: Darlene Burden
Report: Refer to Sections B, C, and D (Steve Danner).
- d. Fundraising – Review and decision recommendations
Chairperson: Nihal Sarikaya
Will meet on 10/24/2018 at Oakmont, 1:00pm.
- e. Strategic Planning – Review and decision recommendations
Chairperson: Ian Cribbs
Did not meet.
- f. BoD Recruitment - Review and decision recommendations
Chairperson: Danielle Eadens
Did not meet.
- g. Personnel – Review and decision recommendations
Chairperson: Cristy Zeller
Did not meet.

VII. Other Business

Ian Cribbs

- Nihal Sarikaya shared feedback she received from a high school student, who believes that a football program would improve school spirit. Nihal shared how she responded to the student. Then, Nihal recommended that maybe more pep rallies, for the current athletic programs, would improve school spirit.
- Agenda items, for the next meeting, may be forwarded to Ian Cribbs.
- Next scheduled NPA Governing Board meeting is Monday, **November 26, 2018 at 5:30pm**. The meeting is located at NPA.

VIII. Adjournment

Ian Cribbs

A motion to adjourn was made by Ian Cribbs and seconded by Nihal Sarikaya. The motion passed unanimously at 7:32pm.