

Regular Board Meeting of the Corporation December 14, 2020 5:30p.m.	Northland Preparatory Academy 3300 East Sparrow Avenue Flagstaff, AZ 86004
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MINUTES Approved at January 25, 2021 Meeting

- I. Call to Order** Cristy Zeller
5:30p.m.
- II. Pledge of Allegiance** Cristy Zeller
- III. Mission Statement**

Northland Preparatory Academy provides a coordinated, individualized program of study that promotes academic excellence and provides educational opportunities for serious middle and high school students, regardless of gender, ethnic origin, economic or academic ability.

- IV. Roll Call of Members** Cristy Zeller, President

	Officers*		Members*
X	Cristy Zeller (President)	X	Scott Keller
X	Jill Ulm (Vice President)	X	Susan McCullough
X	Nihal Sarikaya (Treasurer)	X	Priscilla Rost
X	Jessica Gabrys (Secretary)	X	Kurt Yuengling

*Quorum requirement met (8 members present)

	Administrators in Attendance	Others in Attendance
X	David Lykins (Superintendent)	Beth LaCour, Sarah Goodman,
X	Jay Litwicki (Principal)	Stacy Thornly, Mari Goodman
X	Vada Visockis (Assistant Principal)	Amy Sessions, Paul Goodman
X	Steve Danner (Business Manager)	Anne Vonesh, Mike Elder

- V. Statement of Welcome** Cristy Zeller
The Board President, Cristy Zeller, welcomed the attendees and reviewed meeting etiquette and the guidelines within the School Board Open Meeting Law.
- VI. Call to the Public (Public Comment)** Cristy Zeller
Two public comments were received. Superintendent Lykins will read the comments during Section VIII, Item B.
- VII. Approval of Minutes from Board Meeting** Cristy Zeller
Regular Board Meeting 11/16/20 at 5:30 PM
A motion to approve the draft minutes, as presented, was made by Jill Ulm and seconded by Susan McCollough. The motion passed unanimously.
- VIII. NPA Business Items and Presentations**

A. Board Training Update

Cristy Zeller
(10 minutes)

Cristy Zeller provided an update on a Board training opportunity, from ASBA, which six out of eight NPA board members attended.

B. Return to In-Person Instruction Update

Lykins
(30 minutes)

Superintendent Lykins read two calls to the public; he then revisited the topic of return to in-person learning. He reviewed the decision indicators for return to in-person instruction and explained how NPA arrived at their decision of return to in-person learning when infection rates reach 50/100,000 cases. Superintendent Lykins shared the most current COVID-19 Situation Summary for charter schools, public schools, and others, within Coconino County. He concluded this update with a brief question and answer session with the board.

C. Principal's Report

Litwicki
(20 minutes)

*Preparing for in-person learning

Principal Litwicki provided an update on preparing for Return to In-Person Instruction Models. He then revisited and briefly explained the updated design principles, proposed hybrid schedule, and the benefits and challenges that come with each.

*Improve & increase student-teacher time

Principal Litwicki reviewed the plan to improve and increase student-teacher time. He acknowledged that there is a need to upgrade expectations in a few areas, such as due dates, increased participation, and so on. Principal Litwicki then explained the efforts that are underway to increase student-teacher contact, by leveraging office hours, tutoring, and other one-on-one opportunities.

*Additional academic steps for student success

Principal Litwicki provided an overview of the additional steps that NPA is taking to improve student success that include extra math options and resources. He concluded this update with a brief question and answer session with the board.

**IX. Committee Reports
(Chairpersons and Meeting times)**

Cristy Zeller
(60-75 minutes)

a. Bylaws and Policies- Review and decision recommendations

Chairperson: Kurt Yuengling

Report: This committee did not meet.

b. Community Enrichment- Review and decision recommendations

Chairperson: Jill Ulm

Report: Chairperson reported that the CEC provided holiday gifts to the teachers, who were very appreciative. The Spirit Wear store has been a success online. If anyone has newsletter additions or updates, please contact Erin Gilmore.

c. Finance- Review and decision recommendations

Chairperson: Nihal Sarikaya

Report: Chairperson reported that the finance committee discussed their year to dates, RBF, student enrollment, and the upcoming 990 tax return.

- d. Fundraising/Grant Writing- Review and decision recommendations
Chairperson: Nihal Sarikaya
Report: Chairperson reported that the group reviewed a survey that went out to faculty, discussed fundraising opportunities, and requested community support to find additional grants to assist NPA. Flagstaff Ranch will allow NPA to utilize their course on September 13, 2021.
- e. Strategic Planning- Review and decision recommendations
Chairperson: Cristy Zeller
Report: Chairperson reported that they reviewed an analysis of NPA's strengths, weaknesses, and potential threats. The group is aiming to have a draft ready to share at their next meeting.
- f. Board Recruitment- Review and decision recommendations
Chairperson: Priscilla Rost
Report: Chairperson reported that she has two applicants and one perspective applicant. She also acknowledged the current board members that are up for re-application.
- g. Personnel- Review and decision recommendations
Chairperson: Scott Keller
Report: Chairperson reported that the committee discussed the three SMART goals to be revisited in January. The goals are centered around communication, DE&I work, and the Cognia advanced-ed review.
- h. Diversity, Equity & Inclusion (DEI)-Review and decision recommendations
Chairperson: Cristy Zeller
Report: Chairperson reported the updates and advances made within the committee. There is a lot of participation and interest in this committee. The curriculum subcommittee created a working document for educators to use, next semester. The training committee created a 21-Day Challenge and training document that the Board began piloting today. Mr. Lykins provided an update to the student DE&I group. The group ended the meeting with a discussion on how to utilize funds from the ARC.

X. Other Business

Future Board meeting dates and agenda items
Tier One Report/Update
Revisit the Benchmark Return to In-person Learning
Discuss survey -
Propose Working Session to discuss roles, expectation, etc.
Personnel Goals to be presented
January 25th, 2021

XI. Adjournment

A motion to adjourn was made by Nihal Sarikaya and seconded by Scott Keller. The motion passed unanimously at 7:34 pm.

