

Regular Board Meeting of the Corporation February 22, 2021 5:30p.m.	Northland Preparatory Academy 3300 East Sparrow Avenue Flagstaff, AZ 86004
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DRAFT MINUTES

- 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, Amy, Ana Ortiz, Angela Oravits, Anne Vonesh, Annette Mortensen, Ashley Berardi, Ahsley Hartsock, Ben Keeler, Bethany, Brandon Short, Brian Nance, Brian van Meerten, Corie Murphy, Craig,
X	Jay Litwicki (Principal)	Dayne Pratt, Dr. Morrison, Emily Mokolke, Hope Rudebusch, Jana, K Mellinger, Kayla Arendt, Kayla Goodman, Kristine Coons, Laura Lyn PhD, Laurie,
X	Vada Visockis (Assistant Principal)	Linder, Mari Goodman, Marisa, McAvoy, Mike Elder, Molly Rogers, Mrs. Shafer, Ms. Pohl, neager, Neil Ross, Nicole Harris
X	Steve Danner (Business Manager)	Pam, Paul Gallagher, rick, RSchulz, Stephanie Kohnen, Sue Bingham, Susan Brown, Wagner, Whitney Rooney, woods

- V. Statement of Welcome** Cristy Zeller

- VI. Call to the Public (Public Comment)** Cristy Zeller
Four public comments were received. Superintendent Lykins read public comments from four individuals.

**VII. Approval of Minutes from Board Meeting
Regular Board Meeting 1/25/21 at 5:30 PM**

Cristy Zeller

A motion to approve the draft minutes, as presented, was made by Nihal Sarikaya and seconded by Scott Keller. The motion passed unanimously.

VIII. NPA Business Items and Presentations

- A. Coconino County Health & Human Services Matt Maurer/Erica Shaw
Epidemiologist and Vaccine Update (30 minutes)

Matt Maurer, epidemiologist and COVID-19 Section Chief presented a COVID-19 Coconino County Schools update. Matt initiated the presentation with a Coconino County current situation summary that showed a promising downward trend in all zip codes within Flagstaff and surrounding areas. The data displayed declining trends for virus transmission, cases, percent positivity, and COVID-related hospital admission. Matt further explained that if the next few weeks follow in suit, the Return to In-Person School Indicator will move to a “moderate” position. He ended on a hopeful note, stating that vaccinations are “catching up,” so as the numbers of vaccinations increase, the more the herd immunity will take hold.

Erica Shaw, Coconino County Program Manager and school and mental health liaison, shared current Coconino County vaccination information and helpful resources. She described the logistics of vaccine prioritization and explained that vaccine availability is the largest key factor in the timeliness of the process, closely followed by staffing and resources. Erica shared that the county is hopeful that the allocation rate will continue to stabilize, thus making the vaccine more readily available and widely distributed. She encouraged the community to refer to the Coconino County Vaccine Website which contains the most up-to-date information that will affect school operations; the ADHS Dashboard is also linked in this website. Erica concluded her presentation with an update on CDC School Guidance. Both Matt and Erica answered several questions and clarified many points for the board.

- B. Return to In-Person Instruction Recommendation Lykins/Litwicki
Safe, Strong, Together (30 minutes)

Superintendent Lykins provided an update on the Return to In-Person instruction recommendation. Principal Litwicki then presented the efforts of the Tier 2 Team. He briefly explained the two proposed methods to return, Cohort Instruction model and Open Return model. Principal Litwicki stated that the Open Return Model is preferred and presented various benefits (i.e. continuity for students) and challenges (i.e. challenges to mitigation protocols) to both models. The Tier 2 Team will administer a parent communique to commit to a choice, in-person or on-line. The proposed phased return is set for March 8-12th and to have students return to in person instruction- Grades 6, 8, 9, 12 on March 29-April 2, and Grades 7, 10, 11 April 5-9th.

Action Item: To approve the proposed phased return to in-person learning and timelines as presented, in order to generate a NPA Return to School Form, which would be presented in a Special Governing Board Meeting on Thursday March 11th, 2021 at 5:30pm.

After a brief discussion, a motion to approve the proposed phased return to in-person learning and timelines as presented, in order to generate a NPA Return to School Form which

would be presented in a Special Governing Board Meeting on Thursday March 11th, 2021 at 5:30pm, was made by Susan McCullough and seconded by Jill Ulm.

- C. Board Member Candidate Presentations (alphabetical order) Rost/Zeller/Lykins (60 minutes)
Bonnie Baker, Nihal Sarikaya, and Brian van Meerten provided presentations as to why they would like to become Board Members. In addition, they answered the following questions:
Q1. Which board committees do you visualize yourself participating in and which do you feel are an optimal choice for you to serve on?
Q2. What is the driving force for you to become a Board Member at NPA?

Action Item: Discussion and possible action to elect/approve 2021 Governing Board candidates for seats #4 (Nihal Sarikaya), #5 (Brian van Meerten), and #6 (Bonnie Baker).

The motion to elect/approve 2021 Governing Board Candidates (Nihal Srikaya, Brian van Meerten, and Bonnie Baker) was made by Jessica Gabrys and seconded by Scott Keller. The motion passed unanimously.

- D. Current Board vacancy, seat #4

Action Item: Identify a slate of candidates for vacant seat #4 to serve through remainder of 2021 academic school year. (voted on at the March 22nd Board meeting).

A motion to table this item to identify a slate of candidates for vacant seat #4 to serve through remainder of 2021 academic school year (voted on at the March 22nd Board meeting) was made by Jill Ulm and seconded by Priscilla Rost.

- E. NPA Budget Timeline Presentation Lykins/Danner (30 minutes)

Superintendent Lykins and Mr. Danner provided a review of the budget timeline and deadlines which were particularly focused on employee contracts and the budget process. Budget goals include retaining focus on competitive salaries and maintaining quality medical and dental benefits, while continuing to reach educational excellence and providing a safe, welcoming environment. Key dates include March 22nd to approve issuing contracts to teachers, June 21st to propose the budget, and July 12th for the board to adopt the budget. Superintendent Lykins stated that the focal drivers will be a near 100% staff return rate (full FTE Allocation for positions on staff and faculty). Next, Mr. Danner presented several budget-related data points. He explained how student count is down 4.5% of what was budgeted, thus yielding shorter wait lists. He shared the initial projection for 2021-22 at 630 students and stated that NPA is in strong financial position. Mr. Danner provided an FY22 Budget Preview of state funding and revenue, and the plans to inflate staff salary by a 1.5% raise. Mr. Danner concluded the presentation on a hopeful note, stating that in the future, FY23, Prop 208 could offer great staffing, student, and salary support.

- IX. Committee Reports** Cristy Zeller
(Chairpersons and Meeting times) (30-45 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 Spiritwear store will be instigating its next large push to earn more money. The CEC is working on the bricks fundraiser. The CEC was given a \$1000 donation to effectively share appreciation to the faculty and staff. The CEC will donate \$350 to graduation efforts.
- c. Finance- Review and decision recommendations
Chairperson: Nihal Sarikaya
Report: Chairperson reported that the budget preview was set, along with review of YTD and check request documents.
- d. Fundraising/Grant Writing- Review and decision recommendations
Chairperson: Nihal Sarikaya
Report: This committee did not meet.
- e. Strategic Planning- Review and decision recommendations
Chairperson: Cristy Zeller
Report: Chairperson reported that the results of the Beta survey are in. The survey helped identify areas of emphasis in which to devote resources and funding.
- f. Board Recruitment- Review and decision recommendations
Chairperson: Priscilla Rost
Report: This group did not meet.
- g. Personnel- Review and decision recommendations
Chairperson: Scott Keller
Report: This group did not meet.
- h. Diversity, Equity & Inclusion (DEI)-Review and decision recommendations
Chairperson: Cristy Zeller
Report: Chairperson reported that the group met for a workshop to align on goals. The committee created a mission statement for the entire NPA community to address DEI efforts in an actionable way.

X. Other Business

Future Board meeting dates and agenda items
March 11th, 2021 (Special Meeting)
March 22nd, 2021

XI. Adjournment

A motion to adjourn was made by Nihal Sarikaya and seconded by Susan McCollough. The motion passed unanimously at 8:11pm.

