

<b>Regular Board Meeting of the Corporation</b> April 26, 2021 5:30p.m.	<b>Northland Preparatory Academy</b> 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

	<b>Officers*</b>		<b>Members*</b>
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)

	<b>Administrators in Attendance</b>	<b>Others in Attendance</b>
X	David Lykins (Superintendent)	Matthew Kraemer, Christi McMurray
X	Jay Litwicki (Principal)	Frank Vander Horst
X	Vada Visockis (Assistant Principal)	Jon Cook, Ms. Pohl, Kayla Arendt
X	Steve Danner (Business Manager)	Dr. Morrison, Pam

- V. Statement of Welcome** Cristy Zeller
- VI. Call to the Public (Public Comment)** Cristy Zeller  
There were no calls to the public this evening.
- VII. Approval of Minutes from Board Meeting** Cristy Zeller  
**Regular Board Meeting 3/22/21 at 5:30 PM**  
A motion to approve the draft minutes, as presented, was made by Jill Ulm and seconded by Scott Keller. The motion passed unanimously.

**VIII. NPA Business Items and Presentations**

- A. Presentation on Northern Arizona Healthcare/  
NPA Partnership Matt Kraemer/Jon Cook  
Two presenters from Northern Arizona Healthcare (NAH), Matt Kraemer and Jon Cook, presented on the NAH and NPA partnership, bringing care to students and their families, and how to navigate it all. They acknowledged multiple opportunities for

alignment with NPA, across multiple platforms (i.e. program expansion, fundraising, etc.). Mr. Kraemer shared several advantages to the NAH program including athletic outcomes, resources for families to receive care, injury prevention, and personalized home exercise programs. He explained that currently, all injury, concussion and COVID tracking, plus streamlined needed care metrics are being managed. Furthermore, quarterly reported outcomes and governance are being analyzed to determine paths forward, along with course correction. Mr. Kraemer and Mr. Cook went on to discuss the education integration to the program, through different pathways and areas of exposure (to all areas within medicine). Mr. Kraemer then discussed the three buckets of financial support that NAH provides to the community. The presenters requested the opportunity to continue to join their efforts with NPA's, to strengthen the NPA community.

B. Discussion and Presentation on Form 990 Danner

Mr. Danner presented the Return of Organization Exempt Form 990 for approval. He specifically pointed out page 12, line 25, to highlight that the new expenditures have a higher proportion going into operations and classrooms opposed to admin.

**Action Item:** Discussion and possible action to approve Form 990 as presented and authorizing Superintendent's signature to file.

After a brief discussion, a motion to approve Form 990, as presented, authorizing Superintendent's signature to file was made by Nihal Sarikaya and seconded by Kurt Yuengling. The motion passed unanimously.

C. Update on Recommendation to continue to enforce NPA's Mandatory Face Covering Policy as part of NPA's Mitigation Plan approved in August 2020 Lykins

Superintendent Lykins stated that wearing masks is still an important part of NPA's risk mitigation plan, despite the recent rescinded mask ordinances, per Governor Ducey. Superintendent Lykins proposed that wearing masks should remain a mandatory part of the NPA mitigation strategy, until the end of the school year, thus prioritizing the safety of the NPA community.

**Action Item:** Discussion and possible action to continue to enforce NPA's Mandatory Face Covering Policy, at least, through the end of the 2020-21 school year (June 30<sup>th</sup>, 2021).

A motion to continue to enforce NPA's Mandatory Face Covering Policy, at least, through the end of the 2020-21 school year (June 30<sup>th</sup>, 2021) was made by Susan McCullough and seconded by Jill Ulm. The motion passed unanimously.

D. Sun Corridor Network Project Lykins/Danner/Vander Horst

Superintendent Lykins explained that the Sun Corridor Network Project was created to provide a dedicated fiber source to deliver a more sustainable, reliable learning environment for NPA. The connections would allow for direct, uninterrupted connections to bring NPA a dedicated bandwidth; they would allow for better expansion, speed, and stability. The terms of service would be set for a

period of five years. Sun Corridor would partner with Flag IT to yield NPA's current capabilities and assess what might need to be done to obtain additional capabilities, should the need arise. Superintendent Lykins explained that NPA is eligible for reimbursement opportunities that could drastically cut down on costs.

E. NPA Budget Update

Lykins/Danner

Mr. Danner provided an NPA Budget Update. He began on a positive note, stating that the classroom site fund money (Prop 301) for FY 22 is a lot higher, which is great news for NPA. He then acknowledged an undesirable change on the 3221 per student line; the new estimate is 620 ADM, but Steve admitted the direction is truly unknown.

F. Presentation on 2021-22 Academic Calendar

Litwicki

Principal Litwicki presented the 2021-2022 School Calendar. The proposed calendar includes snow days, teacher in-service days, and multiple religious holiday dates. The calendar also includes early dismissal and block early dismissal days.

**Action Item:** Discussion and possible action to approve 2021-22 academic calendar as presented.

The motion to approve the 2021-22 academic calendar, as presented, was made by Jill Ulm. Susan McCullough seconded the motion, which passed unanimously.

G. Principal's Report

Litwicki

Principal Litwicki initiated his report by acknowledging the smiles and happiness exuded among teachers and students, upon their return to in person instruction/learning. He also explained how well the processes in place are working and commended the pervasiveness of mask wearing. Mr. Litwicki went on to recognize 30 artists that will be participating in a virtual art show. He presented that Prom will be occurring at Viola's this year, Graduation will be on May 20<sup>th</sup>, and the last day of instruction will be on May 11<sup>th</sup>. Mr. Litwicki then provided a testing update, focusing on the difficulties of paper-based versus computer-based testing, but is encouraged by the Sun Corridor Project prospects. He discussed staff professional development, including the continuation of DEI work and incorporation of DEI into curriculum. Mr. Litwicki concluded this section with the announcement that Thomas Byers was offered and accepted the Dean of Faculty position at NPA.

H. Policy IKFB Graduation Exercises Update

Lykins

Superintendent Lykins reviewed and explained the contents of Policy IKFB, Graduation Exercises Update.

**Action Item:** House Bill 2705 (Fifty-fifth Legislature, First Regular Session, 2021), an act relating to local governance of schools, was approved by the Governor, and filed in the office of the Secretary of State on April 20, 2021, as an emergency measure that is necessary to preserve the public peace, health or safety and is operative immediately as provided by law.

The Governing Board should adopt Policy IKFB as amended in one reading as Policy BGB, Policy Adoption, states that policies may be adopted or amended at a single meeting of the Board in a Board-declared emergency.

A motion to approve House Bill 2705 (Fifty-fifth Legislature, First Regular Session, 2021), an act relating to local governance of schools, was approved by the Governor, and filed in the office of the Secretary of State on April 20, 2021, as an emergency measure that is necessary to preserve the public peace, health or safety and is operative immediately as provided by law was made by Jill Ulm and seconded by Susan McCullough. The motion passed unanimously.

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

Cristy Zeller  
(30-45 minutes)

a. Bylaws and Policies- Review and decision recommendations

Chairperson: Kurt Yuengling

Report: Chairperson reported that the group examined the handbook, specifically paying attention to DEI opportunities.

b. Community Enrichment- Review and decision recommendations

Chairperson: Jill Ulm

Report: Chairperson reported that the bricks fundraiser email went out. Teacher appreciation week is coming up and the CEC has many nice items to deliver to teachers to express their gratitude. Stephanie Kohnen will be stepping down as president of the CEC, so a new CEC president is needed, as well as a secretary.

c. Finance- Review and decision recommendations

Chairperson: Nihal Sarikaya

Report: Chairperson reported that the items were discussed in the budget and Sun Corridor sections of this meeting. There may be some future discussions on refinancing NPA and possible construction options.

d. Fundraising/Grant Writing- Review and decision recommendations

Chairperson: Nihal Sarikaya

Report: Chairperson reported that the NPA Golf Tournament will be held on September 13<sup>th</sup>.

e. Strategic Planning- Review and decision recommendations

Chairperson: Cristy Zeller

Report: Chairperson reported that this group reviewed the survey results to which there was a high response rate from students, parents, teachers, etc. The group decided to narrow the results down to four areas of focus: preparing students for college success, STEAM curriculum/capabilities, technology infrastructure and innovation, and student experience.

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 there were a few members in attendance that discussed direction and keeping the momentum going.

**X. Other Business**

Future Board meeting dates and agenda items

May 24, 2021 (Executive Session- Superintendent Evaluation)

June 21, 2021 (Propose budget)

July 12, 2021 (Adopt budget)

**XI. Adjournment**

A motion to adjourn was made by Susan McCullough and seconded by Scott Keller. The motion passed unanimously at 7:45pm.