

Regular Board Meeting of the Corporation August 31, 2020 5:30p.m.	Northland Preparatory Academy 3300 East Sparrow Avenue Flagstaff, AZ 86004
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APPROVED MEETING MINUTES

I. Call to Order Cristy Zeller
Meeting began at 5:31pm.

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

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

*Quorum requirement met (5 members present)

	Administrators in Attendance	Others in Attendance
x	David Lykins (Superintendent)	Carol Willis
x	Jay Litwicki (Principal)	
x	Steve Danner (Business Manager)	

V. Welcome Cristy Zeller

VI. Call to the Public Cristy Zeller
To be addressed later in the meeting.

VII. Approval of minutes from Regular Board Meeting on 8/10/2020 Cristy Zeller
A motion to approve the draft minutes, as presented, was made by Susan McCollough and seconded by Kurt Yuengling. The motion passed unanimously.

VIII. NPA Business Items and Presentations

A. Discussion of NPA Mandatory Face Covering (Mask/Shield) Policy in accordance with Executive Order 2020-51

Action Item: Discussion and possible action to approve NPA Mandatory Face Covering (Mask/Shield) Policy in accordance with Executive Order 2020-51. All persons, over the age of 2 years old, are mandated to wear a CDC approved mask. Will remain in effect until AZDH determines they are no longer needed. Physician certification is required for an exemption to this policy. Refer to EO 2020-51 for specifics.

- Request for addition of Coconino County ordinances, along with AZ Department of Health. Mr. Lykins will add it to the policy. Mr. Lykins will be the direct point of contact, NPA designee, to oversee legitimacy of doctor's certifications, and determination of face coverings.
- The Board discussed the use of face shields in lieu of a face mask, when and where is it acceptable? Face shields are necessary, when approved by course or subject (i.e. music, foreign language), proceed with masks everywhere else.
- A motion to approve the face covering policy was made by Jill Ulm and seconded by Scott Keller. The motion passed unanimously.

B. Discussion on NPA health & safety guidelines (Mitigation Plan)

Action Item: Discussion and possible action to approve NPA Mitigation Plan in accordance with Executive Order 2020-51.

The Board reviewed the NPA Mitigation Plan. NPA is already following the processes. Specifics can be found in the NPA Mitigation Plan Document. Parents are asked to check their students (parent checklist) daily and send their students to school with fresh face coverings, and water. The Mitigation Plan document includes health and safety protocols, helpful links, and printable resources. Specified areas will be managed to provide appropriate isolation of sick students and staff. NPA is following communication for in-school mitigation plan.

- A motion to approve the NPA Mitigation Plan was made by Nihal Sarikaya and seconded by Jill Ulm. The motion passed unanimously.

C. Discussion on NPA's Distance Learning Plan (DLP) in accordance with Executive Order 2020-51

Action Item: Discussion and possible action to approve NPA's Distance Learning Plan (DLP) in accordance with Executive Order 2020-51. The DLP is available on the NPA homepage. The DLP has the integrity of what the plans yield; NPA will be able to provide evidence that they are, indeed, following with the plan with integrity and validity. Board expressed confidence in NPA's ability to adhere and comply to the plan.

- A motion to approve the NPA Distance Learning Plan (DLP) was made by Nihal Sarikaya and seconded by Priscilla Rost. The motion passed unanimously.

D. Discussion on Posting on NPA's Website to Provide Free, On-Site Learning Opportunities and Support

Action Item: Discussion and possible action to approve NPA’s posting on the website for free, on-site learning opportunities and support. Letter went home to families in July and August (including an Executive Order) to outline daily support for all students in need. The outline included daily tracking form and checklist for participating parents/students, that is imbedded in all mitigation plans. NPA continues to meet the Executive Order, with fidelity.

- A motion to approve the Posting on NPA’s Website to Provide Free, On-Site Learning Opportunities and Support was made by Jill Ulm and seconded by Scott Keller. The motion passed unanimously.

E. Present Benchmarks and other measures outlined in Executive Order 2020-51 for determining when to reopen school for in-person instruction.

- Dave Lykins reviewed the county and state-wide return-to-person benchmarks and color breakdown. Concern around the green checkmarks and how they can be misleading. Mr. Lykins will post the clearer version on the website.

F. NPA start of SY 20-21 Update

- NPA is ten days in and discussions are continuing to reassess and update. The School Reopening Task Force began meeting in May and June, to address a hybrid model of education. Discussions/needs grew and necessitated a breakout into two groups: tier 1 and tier 2 meetings. The two tiers and Task Force elicited input from the NPA community and engaged the entire staff in trainings and practices. Wednesday mornings are designated for Professional Development and virtual teaching/learning opportunities.
- Questions around student attendance. Will have discussions in a meeting at 11am tomorrow to discuss an attendance checklist.

VIII. Committee Reports

Cristy Zeller

- a. Bylaws and Policies – Review and decision recommendations

Chairperson: Kurt Yuengling

Report: Did not meet. Concern around the need to re-address the by-laws and policies to check for potential biases and DE&I barriers. Will investigate potential starting points, may partner with some of the DE&I subcommittees.

- b. Community Enrichment (CEC) - Review and decision recommendations

Chairperson: Jill Ulm

Report: Met last week. Discussed and approved a new budget and new fund-raising ideas. Organized a teacher/staff appreciation year-long event. The CEC will host Wednesday staff meeting drawings- two names will be drawn; winners will receive a thank you card and a \$20 gift card. NPA Spiritwear Store Website will be created for students, staff, and families to purchase NPA paraphernalia.

- c. Finance – Review and decision recommendations

Chairperson: Nihal Sarikaya

Report: Discussed state funding and fiscal year outlook, mid-state energy project and improvements, protection plans, and audit updates. Stabilization funds were discussed, in response to COVID-19. Addressed the reality that NPA is 6-8

students under this year. PPP application was successful; further discussion and follow-up necessary.

- d. Fundraising/Grant Committee – Review and decision recommendations
Chairperson: Nihal Sarikaya
Report: Did not meet. Received grant to support Full STEAM Ahead sound-proof booth.
- e. Strategic Planning – Review and decision recommendations
Chairperson: Nihal Sarikaya
Report: Did not meet. She will propose future meeting dates.
- f. BoD Recruitment - Review and decision recommendations
Chairperson: Priscilla Rost
Report: Did not meet. Need to address Board vacancy.
- g. Personnel – Review and decision recommendations
Chairperson: Scott Keller
Report: Did not meet.
- h. Diversity, Equity & Inclusion (DEI)-Review and decision recommendations
Chairperson: Cristy Zeller
Report: Met last week to check in and solidify groups. Curriculum group met. The goal is to discuss next steps at the next meeting.

IX. Other Business

- Proposed Calendar for NPA Governing Board Meetings document received by Board members
- Next scheduled NPA Governing Board meeting is Monday, **September 28, 2020 at 5:30pm**. The meeting is located at NPA/virtually.

X. Adjournment

Cristy Zeller

A motion to adjourn was made by Nihal Sarikaya and seconded by Scott Keller. The motion passed unanimously at 7:35pm.