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| <b>Regular Board Meeting of the Organization</b><br>April 25, 2022<br>5:30p.m. | <b>Northland Preparatory Academy</b><br>3300 East Sparrow Avenue<br>Flagstaff, AZ 86004 |
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**Minutes Approved at May 23, 2022 Meeting**

**I. Call to Order** Nihal Sarikaya  
5:45pm

NPA Strings Ensemble was performing. Hence, the meeting started later than 5:30pm.

**II. Pledge of Allegiance** Nihal Sarikaya

**III. Mission Statement**

Northland Preparatory academy provides a collaborative, well-rounded education through academics, arts, and athletics, and provides educational opportunities for a successful future, while fostering a diverse and inclusive community.

**IV. Roll Call of Members** Nihal Sarikaya

|   | <b>Officers*</b>             |   | <b>Members*</b>                           |
|---|------------------------------|---|---|
| X | Nihal Sarikaya (President)   |   | Scott Keller                              |
| X | Ian Cribbs (Vice President)  |   | Bonnie Baker                              |
| X | Susan McCullough (Treasurer) |   | Priscilla Rost                            |
|   | Jessica Gabrys (Secretary)   | X | Brian Van Meerten                         |
|   |                              | X | Alicia Vaughan                            |
|   |                              | X | David Lykins (Superintendent, Non-Voting) |

\*Quorum requirement met (5 members present)

|   | <b>Administrators in Attendance</b> | <b>Others in Attendance</b> |
|---|-------------------------------------|-----------------------------|
| X | Jay Litwicki (Principal)            |                             |
|   | Vada Visockis (Assistant Principal) |                             |
| X | Steve Danner (Business Manager)     |                             |
|   |                                     |                             |

**V. Call to the Public (Public Comment)** Nihal Sarikaya  
(30 minute time allotment)

There were no calls to the public this evening.

**VI. Approval of Minutes from Regular Board Meeting on 12/13/2021** Nihal Sarikaya

A motion to approve the minutes from Regular Board Meeting on 3/28/2022 was made by Alicia Vaughan. Susan McCullough seconded the motion, which passed unanimously.

**VII. NPA Business Items and Presentations**

A. COGNIA Presentation/Celebration Dave Lykins

Superintendent Lykins shared the certificate NPA received from the COGNIA accreditation process. The AZ Daily Sun will publish an article about the certification NPA received. Also, the certification was posted onto the website

and shared with parents in an email. COGNIA representatives acknowledged NPA's efforts in DEI work.

B. PLC Presentation for DEI

Thomas Byers

PLC is the acronym for Professional Learning Communities. Mr. Byers shared that the PLC is teacher and learning focused. There are 10 groups, which have 4-5 members, including administrators, per group. They share their recommendations that are research focused, evidence based, and Northern Arizona charter school focused.

The DEI PLC has seven members. They focused on a lunch program, especially for students in need. Based on a survey, about 35% of the students would benefit from a lunch program. Their recommendations were as follows:

- Use existing information to expand program from just a single vendor
- Find grant/funding source for possible discreet voucher program
- Collaborate with Family Food Bank

C. Principal Presentation

Jay Litwicki

Principal Litwicki provided an update of school activities and events. First, state testing (AASA, AZSci, ACT, and ASPIRE) is completed. Other than human error, there were not technical errors/glitches. Second, AP testing begins the first week of May. Third, the number of courses available for dual enrollment increased for 2022/2023. Students between 9<sup>th</sup> and 12<sup>th</sup> grade are welcome to take the courses. AP courses are not being eliminated. Fourth, graduation is May 26<sup>th</sup> at NAU's Ardrey Auditorium. Fifth, summer school will be available for students. NPA is applying for a grant (AZ OnTrack) to increase summer school offerings. The grant is COVID related funding to help students catch up academically. Finally, NPA will host several events (e.g., dance recital, play, prom) over the following two weeks.

D. Budget Update Presentation

Steve Danner

Mr. Danner discussed updates to the draft budget for 2022-2023 academic year. The Classroom Site Fund per student value will increase to \$708. For the year, the potential net income may be \$337,479, which may be lower when NPA considers staff raises for Contract 2.0. State Legislature may increase the base pay beyond the scheduled 2%, which would impact the budget. NPA is waiting for Results Based Funding, which would also impact the budget favorably. Finally, the PlusUp grant (noncompetitive) application was submitted two weeks ago. Upon approval, NPA will distribute the funds for Chromebook purchases (replenishing aging units), and retention/premium instructional pay for 2021-2022 and 2022-2023 academic years.

**Action Item:** Discussion and possible action to authorize an increase to the previously approved amount for the 2022-23 retention and recruitment incentives stipends, contingent on available funds.

Upon brief discussion, Susan McCullough motioned that the Board authorize administration to increase the amount of the retention and recruitment incentive stipends passed on March 28 from \$1000 to \$1500, contingent upon the approval of NPA's pending grant application. Brian Van Meerten seconded the motion, which passed unanimously.

## VIII. Committee Reports

(Chairpersons and Meeting times)

(30-45 minutes)

a. Bylaws and Policies- Review and decision recommendations

Chairperson: Ian Cribbs

Member(s): Bonnie Baker

Report: Mr. Cribbs reported that they met to discuss a policy change that would exempt a person (e.g., cleaning crew) from the Fingerprint Clearance Card requirement. Superintendent Lykins spoke with counsel for advice. The goal is to protect both the students and the organization.

**Action Item:** Discussion and possible action on the NPA Governing Board adopting a policy to exempt a person from the Fingerprint Clearance Card (FCC) requirements of A.R.S. 15-512. (First Reading)

After discussion, Ian Cribbs motioned that “A person, including a contractor, subcontractor or vendor or any employee of these entities, is exempt from the requirements of A.R.S. 15-512 of their normal job duties are not likely to result in independent access to or unsupervised contact with pupils. The School’s Superintendent shall have the authority to make an exemption determination based on the analysis of the person’s job duties. Susan McCullough seconded the motion, which passed unanimously.

b. Community Enrichment- Review and decision recommendations

Chairperson: Alicia Vaughan

Member(s): Susan McCullough

Report: Ms. Vaughan stated that only two persons (she and the vice-president) met in April. They plan to meet in May and will target previous members. There was discussion of a possible coffee fundraiser, where the coffee would be called NPA Blend. They need to talk with the art department for artwork.

c. Finance- Review and decision recommendations

Chairperson: Susan McCullough

Member(s): Ian Cribbs, Scott Keller, Nihal Sarikaya

Report: The committee reviewed the Year-to-Date report and budget, and discussed PlusUp and ESSR grants. Budget and bonus were presented in the Budget Update Presentation section.

**Action Item:** Discussion and possible action to approve the Finance Committee’s review of the monthly financials as presented.

Susan McCullough motioned the approval of the Finance Committee’s review of the monthly financials as presented. Ian Cribbs seconded the motion, which was approved unanimously.

d. Fundraising/Grant Writing- Review and decision recommendations

Chairperson: Nihal Sarikaya

Member(s): Priscilla Rost

Report: Did not meet. Will meet on May 2nd, 2:30pm in the Principal’s Office.

e. Strategic Planning- Review and decision recommendations

Chairperson: Ian Cribbs

Member(s): Susan McCullough, Nihal Sarikaya, Alicia Vaughan

Report: The committee met with an architect from SPS+ Architect. They reviewed potential design options and shared ideas for a new STEM wing. The next process is to create focus groups.

f. Board Recruitment- Review and decision recommendations

Chairperson: Priscilla Rost

Member(s): Brian van Meerten

Report: Did not meet.

g. Personnel- Review and decision recommendations

Chairperson: Scott Keller

Member(s): Alicia Vaughan, Jessica Gabrys

Report: Did not meet.

h. Diversity, Equity & Inclusion (DEI)-Review and decision recommendations

Chairperson: Jessica Gabrys

Co-Chair: Bonnie Baker

Members: Ian Cribbs, Scott Keller, Nihal Sarikaya, Brian van Meerten, Alicia Vaughan

Report: Curriculum and Training met and received PLC updates. Coconino Community College's Bridge Program met with the Multicultural Group. Also, the Multicultural Group is working on a mural. Finally, the Superintendent's graduation welcoming speech will also be shared in Diné and Spanish.

### **IX. Other Business**

Future Board meeting dates and agenda items

May 23, 2022 @ 5:30 PM

June 20, 2022 (Propose Budget)

July 11, 2022 (Adopt Budget)

### **X. Adjournment**

A motion to adjourn was made by Ian Cribbs and seconded by Brian Van Meerten. The motion passed unanimously at 6:58pm.