

<b>Regular Board Meeting of the Corporation</b> <b>March 22, 2021</b> <b>5:30p.m.</b>	<b>Northland Preparatory Academy</b> <b>3300 East Sparrow Avenue</b> <b>Flagstaff, AZ 86004</b>
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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
	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)	Maya Guthrie, Angela Oravits, Anne Vonesh, Bourget, Ms. Pohl, Laura, Beth LaCour
X	Jay Litwicki (Principal)	Christi McMurray, Corie Murphy, Elizabeth Morrison, Mari Goodman, Pam, Scott Dale
	Vada Visockis (Assistant Principal)	Patrucia Murphey, Stephanie Kohnen, woods
X	Steve Danner (Business Manager)	Kaylana Mueller-Hsia, Jasmine Mueller-Hsia, Rachel Kesler, Milan Trujillo, Genevieve Smith

- 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 3/11/21 at 5:30 PM**

A motion to approve the draft minutes, as presented, was made by Jill Ulm and seconded by Susan McCullough. The motion passed unanimously.

### **VIII. NPA Business Items and Presentations**

- A. Presentation on NPA's DEI efforts Anti-Racist Coalition of NPA

Five members of the Anti-Racist Coalition presented a Mid-Year Reflection of Anti-Racism and DEI at NPA. Rachel Kessler first reviewed the coalition's foundational steps and goals and highlighted how NPA is progressing in alignment with several of these goals. The coalition then transitioned into areas for growth, specifically emphasizing the need for addressing microaggressions in the classroom, by creating more finite responses/actions and timely responses, and spotlighting BIPOC voices. Milan Trujillo continued the presentation by addressing more of NPA's progress and shortcomings, in regard to several areas within the Open Letter. The final presenter, Maya Guthrie, expanded on reflection and recentering, thus, challenging the board, school, and community to expand beyond their bubble and sustain DEI work. She then gave examples and suggestions on how to accomplish this. The board thanked the ARC for their compassion and dedication.

**B. NPA Budget Presentation Danner (20 minutes)**

Steve Danner presented on the path forward for budgeting and contracts (version 1.0). He stated that Prop 208 is not expected to bear fruit until FY2023. He concluded this portion of the presentation by sharing the news that NPA is looking at a 1.5% inflationary increase in salary, across-the-board, in all staff categories.

**Action Item:** Discussion and possible action to approve employee contracts version 1.0 as presented.

After a brief discussion, a motion to approve employee contracts version 1.0 as presented, was made by Jill Ulm and seconded by Scott Keller.

**C. Discussion on possible retention incentive agreements with staff who sign their contracts for 2021-22 Danner (15 minutes)**

Steve Danner explained the proposed use of ESSER funds, how NPA used the first round for Chrome books, NPA's plans to use ESSER II to cover the expenses for COVID-related needs/resources. Steve then announced that there will be an opportunity for an ESSER III, with more information to follow. He proposed that a portion of the ESSER II funds be used for potential retention incentives, to create a stipend structure with the incentive to promote staff retention, to ensure qualified personnel are available to meet student needs. The \$1,000 stipend would be available to all staff members who sign their contracts, including brand new hires.

**Action Item:** Discussion and possible action to authorize Administration to enter into retention incentive agreements with staff that sign their contracts for 2021-22.

A motion to authorize "whereas Arizona continues to have a shortage of qualified staffing in schools and NPA requires high caliber personnel to meet student needs, during a period when schools are placing additional demands on staff, administration shall include an allocation of approximately \$80,000 in its budget proposal for the ESSER II Grant, and execute retention stipend agreements for \$1,000 each with all staff who enter into contracts for the 2021-22 school year," was made by Susan McCullough and seconded by Kurt Yuengling.

**D. Back to School Update Litwicki (15 minutes)**

Principal Litwicki discussed how staff and faculty are preparing for returning to in-person instruction this week, reviewed the CDC updates, and shared that the subcommittees are reviewing parent survey data. The responses for return to in-person instruction are at about 82%. Principal Litwicki then discussed new risk mitigation plans, like two lunches, restroom protocols, etc. On Wednesday, NPA will have another staff meeting to review PPE and cleaning

protocols. Principal Litwicki expressed his confidence in the progress and efforts of the teams involved in the return to in-person planning.

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

Cristy Zeller  
(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 working on restocking and preparing for in-person influx in sales. The CEC is also working on their bricks fundraiser; letters will go out on April 2<sup>nd</sup>. The CEC was given a \$1000 donation to effectively share appreciation to the faculty and staff; gifts were delivered this morning. The CEC is working on a staff appreciation event. Masks have been ordered for seniors to celebrate the senior class.

c. Finance- Review and decision recommendations

Chairperson: Nihal Sarikaya

Report: Steve Danner reported that the budget, grants, and retention were set. Parameters were also discussed to increase bandwidth and internet upgrades. March YTD will be presented in next month's meeting.

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 finalizations were made to the stakeholder survey that went out. Results will be shared in April meeting.

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: The ARC portion of this meeting will serve as the DEI overall update.

**X. Other Business**

Future Board meeting dates and agenda items

April 26, 2021 at 5:30pm

**XI. Adjournment**

A motion to adjourn was made by Jill Ulm and seconded by Susan McCullough. The motion passed unanimously at 6:49pm.