

Regular Board Meeting of the Organization January 24, 2022 5:30p.m.	Northland Preparatory Academy 3300 East Sparrow Avenue Flagstaff, AZ 86004
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APPROVED Minutes

I. Call to Order Nihal Sarikaya
5:38pm

Due to technological challenges in connecting a Board Member online, 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

	Officers*		Members*
X	Nihal Sarikaya (President)		Scott Keller
X	Ian Cribbs (Vice President)	X	Bonnie Baker
X	Susan McCullough (Treasurer)	X	Priscilla Rost
	Jessica Gabrys (Secretary)	X	Brian Van Meerten
		X	Alicia Vaughan

*Quorum requirement met (7 members present)

	Administrators in Attendance	Others in Attendance
X	David Lykins (Superintendent)	
X	Jay Litwicki (Principal)	
	Vada Visockis (Assistant Principal)	
X	Steve Danner (Business Manager)	

V. Statement of Welcome Nihal Sarikaya

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

There were no calls to the public this evening.

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

A motion to approve the minutes from Regular Board Meeting on 12/13/2021 was made by Ian Cribbs. Brian Van Meerten seconded the motion, which passed unanimously.

VIII. NPA Business Items and Presentations

A. Principal Presentation

Litwicki

Principal Litwicki provided a summary of Start of Semester and School Safety Protocols. Official grades for the Fall Semester will be available soon. Though Administration expects faculty to return for the 2022-2023 academic year, Vice-Principal Visockis will attend Northern Arizona University's job fair to recruit potential faculty members. This month, faculty reviewed and trained in lockdown drills. During the week of January 31st, students will be trained in the lockdown process. Following a Board Member's question, Principal Litwicki stated that school safety is dependent on school climate and teacher-student relationships. Finally, the week of January 24th was Spirit Week.

B. COVID-19 Presentation

Lykins

Superintendent Lykins reviewed NPA's mitigation plan and dashboard. Mask policy has been in effect since September 29, 2021. Majority of the students follow the policy. Other students are reminded to properly wear masks. The students understand the need for the masks to remain in-person for educational services. School maintains 1-3 HEPA filter units in each classroom, as well as change the filters in the HVAC system.

In addition, Mr. Lykins shared the updated flow chart for COVID-19 Protocol on quarantine/isolation. For contact tracing purposes, faculty maintain seating charts in each classroom. By and large, the parents are supporting the school's efforts to remain in-person. The school is dependent on parental support, especially keeping students home when ill. For students to return sooner from quarantine, parents may share proof of students' vaccination status.

Finally, Superintendent Lykins shared the updated Dashboard. Compared to the first week of school, the number of positive cases dropped from 28 to 16. The Dashboard is available on NPA's homepage. Also, the staff and faculty have been phenomenal in modelling health protocols.

C. Budget Timeline Presentation

Lykins/Danner

Superintendent Lykins and Mr. Danner presented the timeline of events to draft and approve the 2022-2023 Academic Year budget. The goal is to continue balance between equity and efficiency, especially with new faculty. Finalized budget will be submitted to the State by July 15, 2022.

D. Superintendent Smart Goals

Lykins

Superintendent Lykins presented the Smart Goals that were designed between him and the Personnel Committee. The three goals the Superintendent will focus on are Communication, Cognia Accreditation, and DEI efforts. For Communication, Pulse Check (i.e., determining the needs and health of staff and faculty) was added to the items. Though the process was completed, Cognia's finalized report is not yet available. Once the report is shared with the school, NPA will create plan to address areas of need. As for DEI, a Board Member recommended that the goal should reflect that the area is a "Continuation" rather than "Development."

Another Board Member recommended color coding to determine progress status (e.g., to be done or completed).

Action Item: Discussion and possible action to approve the Superintendent SMART Goals as presented.

Due to recommendations from Board Members, the action item was tabled to the next meeting.

- E. ASBA School Board Recognition Month Lykins
Superintendent Lykins shared that the ASBA established January as the month to recognize school boards across Arizona. For NPA's Governing Board, he asked seniors to write thank you letters to the board members. Hence, each Board Member received a personalized Thank You card, recognizing and thanking the Board for its efforts.

IX. Committee Reports (30-45 minutes)
(Chairpersons and Meeting times)

- a. Bylaws and Policies- Review and decision recommendations
Chairperson: Ian Cribbs
Member(s): Bonnie Baker
Report: Did not meet.
- b. Community Enrichment- Review and decision recommendations
Chairperson: Alicia Vaughan
Member(s): Susan McCullough
Report: Did not meet.
- c. Finance- Review and decision recommendations
Chairperson: Susan McCullough
Member(s): Ian Cribbs, Scott Keller, Nihal Sarikaya
Report: The committee reviewed Year-to-Date Report and budget timeline. ESSER III was submitted, and a revision that addressed questions will be submitted. Next meeting February 22, at 11:30 on Zoom.
- d. Fundraising/Grant Writing- Review and decision recommendations
Chairperson: Nihal Sarikaya
Member(s): Priscilla Rost
Report: Did not meet. Will meet on January 25th, 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 and received a recap from Superintendent Lykins. A prior SWOT analysis was reviewed. A top priority, moving forward, is faculty recruitment.
- f. Board Recruitment- Review and decision recommendations
Chairperson: Priscilla Rost
Member(s): Brian van Meerten
Report: Info session was held January 5th. Two applications were received. The next meeting will be the February Board Meeting.

- g. Personnel- Review and decision recommendations
Chairperson: Scott Keller
Member(s): Alicia Vaughan, Jessica Gabrys
Report: The committee met with Superintendent Lykins to design the SMART goals.
To address the recommendations, they will meet prior to the February Board Meeting.

- 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 & Training met. They recapped prior DEI activities. Also, they discussed next steps to pursue and future meeting dates for the subcommittee.
Policy, Accountability & Recruitment will meet January 25th

X. Other Business

Future Board meeting dates and agenda items
February 28, 2022 @ 5:30 PM

XI. Adjournment

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