

<b>Regular Board Meeting of the Organization</b> <b>March 28, 2022</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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**Minutes Approved at April 25, 2022 Meeting**

**I. Call to Order** Nihal Sarikaya  
**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	David Lykins (Superintendent)	X	Alicia Vaughan
X	Nihal Sarikaya (President)	X	Scott Keller
X	Ian Cribbs (Vice President)	X	Bonnie Baker
X	Susan McCullough (Treasurer)	X	Priscilla Rost
X	Jessica Gabrys (Secretary)	X	Brian Van Meerten

\*Quorum requirement met (7 members present)

	<b>Administrators in Attendance</b>	<b>Others in Attendance</b>
X	Jay Litwicki (Principal)	Michael Schafer
	Vada Visockis (Assistant Principal)	Thomas Byers
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 2/28/2022** Nihal Sarikaya

A motion to approve the minutes from Regular Board Meeting on 2/28/2022 was made by Ian Cribbs. Scott Keller seconded the motion, which passed unanimously.

**VII. NPA Business Items and Presentations**

A. NPA 2022/23 Instructional Calendar Presentation Thomas Byers  
Thomas Byers presented the 2022/23 Instructional Calendar, complete with 180 days of instruction, per statute, consideration of previous NPA calendar and those of FUSD, NAU, CCC, and other charters. He noted that NPA's Spring Break will be aligned to the other schools in the area, there will only be two snow days, and

that NPA will begin school one day earlier than other Flagstaff schools. Mr. Byers concluded his presentation by acknowledging additional edits to the calendar that benefit families and staff.

**Action Item:** Discussion and possible action to approve the 2022/23 NPA Instructional Calendar as presented

A motion to approve the 2022/23 NPA Instructional Calendar as presented was made by Brian Van Meerten and seconded by Susan McCullough. The motion passed unanimously.

B. NPA Budget Presentation

Steve Danner

Steve Danner presented updates to the draft for proposal and adoption to the budget. NPA is budgeting for 620 students and an increase in state base level funding and Charter Additional Assistance funding of 2% and reimbursements for the ESSER III grant. The main decision is to proceed with the issuance of Contracts 1.0 with an increase of 3% as laid out in the budget draft. Mr. Danner went on to discuss a couple of side notes that will affect the budget. He noted that the current budget draft does not include revenue from Results Based Funds, but if the legislature does as expected, those funds could be included in the future draft. Mr. Danner also explained that some of the 301/Classroom site funds from Performance Pay to Base Pay could be reallocated by means of a lateral shift. According to Budget Draft 2.0, the proposed increase will add \$94K to the teacher salary expense lines and reduces the 301 Performance expense line by \$94K. The last item to note is the calculated increase for staff members that have been adjusted to ensure salaries are internally fair and externally competitive

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

A motion was made to execute staff contracts, version 1.0, with a 3% increase to the base as presented, by Susan McCullough. Brian Van Meerten seconded the motion which passed unanimously.

C. Discussion on possible retention incentive agreements with staff who sign their contracts for 2022/23

Superintendent Lykins and Steve Danner recommended a retention incentive be passed to all staff who sign their contracts for 2022/23. While the initial budget did not account for these incentives, NPA is in a strong position to be able to issue said incentives.

**Action item:** Discussion and possible action to authorize Administration to enter into retention agreements with staff that sign their contracts for 2022, which represents a variance from the FY22 budget

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, the Board authorizes the Administration use existing maintenance and operation funds to execute retention and recruitment stipend agreements for \$1,000 each with all returning and new staff who enter into contracts for the 2022-23 school year, and recognizes that the retention portions paid out this spring will represent a variance of approximately \$72,000-78,000 from the original FY2022 budget, motioned by Susan McCullough. Alicia Vaughan 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: The committee did not meet but has a meeting scheduled on April 12<sup>th</sup> at 4pm.
- b. Community Enrichment- Review and decision recommendations  
Chairperson: Alicia Vaughan  
Member(s): Susan McCullough  
Report: The committee did not meet. The president stepped down and the meeting fell through. Alicia will continue to reach out to community members; more communications to come.
- c. Finance- Review and decision recommendations  
Chairperson: Susan McCullough  
Member(s): Ian Cribbs, Scott Keller, Nihal Sarikaya  
Report: The committee presented the decisions made in their meeting during the financial portions of the board meeting.

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

A motion was made to approve the Finance Committee's review of the monthly financials as presentation by Susan McCullough and seconded by Jessica Gabrys. The motion passed unanimously.

- d. Fundraising/Grant Writing- Review and decision recommendations  
Chairperson: Nihal Sarikaya  
Member(s): Priscilla Rost  
Report: The golf tournament will be Monday, September 12<sup>th</sup>. A letter was sent to the NPA community to raise money for play/gym equipment and is accepting donations.
- e. Strategic Planning- Review and decision recommendations  
Chairperson: Ian Cribbs  
Member(s): Susan McCullough, Nihal Sarikaya, Alicia Vaughan  
Report: The committee met and discussed their plan and strategies of retention bonuses, annual bonuses, increases, and moved on to keep school relevant in the school (expansion, etc.).
- f. Board Recruitment- Review and decision recommendations  
Chairperson: Priscilla Rost  
Member(s): Brian van Meerten  
Report: Committee did not meet.
- g. Personnel- Review and decision recommendations  
Chairperson: Scott Keller  
Member(s): Alicia Vaughan, Jessica Gabrys

Report: Committee did not meet.

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

Chairperson: Jessica Gabrys and Bonnie Baker

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

Report:

**C&T:** The committee met last Thursday and discussed NPA's progress in the DEI arena. Principal Litwicki reported that the Bring Change to Mind club hosted an assembly for mental health week (reducing stigma), and that Mrs. Wiggins kicked off peer tutoring. Superintendent Lykins reported on his efforts with the Summer Bridge Program: Strengthening Indigenous Student Success, and how he will partner with Brian Frances (head of the program) and the Multicultural Club. He also shared ongoing outreach efforts that include plans for advertising for NPA at the bowling alley to hit a more diverse population and reaching out to the Daily Sun to cover NPA's involvement in the SISS program. Mr. Byers reported that PLC report-outs will occur April 13 and AP research Presentations and Oral Defense Capstones are underway; he will share any DEI-related material with the committee and board. The committee decided to shift one area of focus to the mental health capacity that is already in progress: full steam ahead!

**PAR:** The committee met on March 8. They discussed the need for demographic data. Dave will work on pulling the data together. They discussed trying to identify invisible ways that people would not feel welcome at NPA and discussed sending out a student survey to gain such feedback.

**X. Other Business**

Future Board meeting dates and agenda items

April 25<sup>th</sup>, 2022

**XI. Adjournment**

A motion to adjourn was made by Jessica Gabrys and seconded by Susan McCullough. The motion passed unanimously at 6:30 pm.