

<b>Regular Board Meeting of the Corporation</b> August 8, 2022 5:30p.m.	<b>Northland Preparatory Academy</b> 3300 East Sparrow Avenue Flagstaff, AZ 86004
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**Minutes Approved at August 29, 2022 Meeting**

- I. Call to Order** Nihal Sarikaya  
5:35pm
- 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)	X	Alicia Vaughan
X	Ian Cribbs (Vice President)	X	Scott Keller
X	Susan McCullough (Treasurer)		Bonnie Baker
X	Jessica Gabrys (Secretary)		Priscilla Rost
X	David Lykins (Superintendent)	X	Brian Van Meerten

\*Quorum requirement met

	Administrators in Attendance	Others in Attendance
X	Jay Litwicki (Principal)	Michael Shafer
	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 Board Meeting** Nihal Sarikaya  
**Regular Board Meeting 7/11/2022 at 5:30 PM**  
A motion to approve the minutes from the 7/11/2022 Regular Board meeting was made by Ian Cribbs and seconded by Susan McCullough; the motion passed unanimously.

- VII. NPA Business Items and Presentations** Nihal Sarikaya

- A. Seating of new Board Members  
Nihal Sarikaya welcomed Michael Shafer to the board. President Sarikaya thanked everyone for their service and announced the board transition from Priscilla Rost to Michael Shafer.

**Action Item:** Discussion and possible action to approve NPA new Board Members  
A motion to approve the changes and NPA New Board Member, Michael Shafer, was made by Jessica Gabrys and seconded by Brian Van Meerten. The motion passed unanimously.

B. Election of Board Officers

Superintendent Lykins facilitated the election of Board Officers for 2022-2023 academic year.

**Action Item:** Discussion and possible action to approve recommendations for Board Officers for the SY 2022/23.

Jessica Gabrys nominated Nihal Sarikaya as *President* of the Board. Susan McCullough seconded the nomination, which passed unanimously.

Nihal Sarikaya nominated Ian Cribbs as *Vice-President* of the Board. Jessica Gabrys seconded the nomination, which passed unanimously.

Ian Cribbs nominated Susan McCullough as *Treasurer* of the Board. Scott Keller seconded the nomination, which passed unanimously.

Brian Van Meerten nominated Scott Keller as *Secretary* of the Board. Ian Cribbs seconded the nomination, which passed unanimously.

C. Establish regular meeting dates and times for Governing Board meetings

President Sarikaya provided a brief history of the meetings. The meetings have been held on the last Monday of each month at 5:30pm. Due to the holidays and other scheduling issues, a few of the meetings are held earlier in the month.

**Action Item:** Discussion and possible action to approve regular Governing Board meetings dates and times for SY 22/23.

A motion to approve the approve regular meeting dates and times for SY 22/23 was made by Alicia Vaughan; Ian Cribbs seconded the motion, which passed unanimously.

D. Conflict of Interest forms

David Lykins

Superintendent Lykins provided the reasoning for the Conflict-of-Interest forms and filing of disclosures policy. He reminded the Board that the form is for significant conflicts. President Sarikaya reaffirmed that this is an annual process.

**Action Item:** Discussion and possible action to approve submittal of Conflict-of-Interest forms and filing of disclosures policy.

A motion to approve the submittal of the Conflict-of-Interest forms and filing of disclosures policy was made by Jessica Gabrys and seconded by Nihal Sarikaya. The motion passed unanimously.

E. Presentation on Charter Governance Request to the Arizona State Board for Charter Schools reflecting change in Board membership.

**Action Item:** Whereas the Arizona State Board for Charter Schools (ASBCS) requires that NPA update changes to the Board membership, we hereby authorize the NPA Administration to submit a Charter Governance Request to the ASBCS to reflect the following changes to the Board Member(s) roster:

A motion to authorize and approve the NPA Administration to submit a Charter Governance Request to the ASBCS to reflect the following changes to the Board Member(s) roster:

- Removing Priscilla Rost, who completed her 3-year term, effective August 8<sup>th</sup>, 2022;
- Adding Michael Shafer, elected at the February 28<sup>th</sup>, 2022 meeting and seated at the August 8<sup>th</sup>, 2022 meeting

was made by Jessica Gabrys and seconded by Nihal Sarikaya. The motioned passed unanimously.

F. Presentation on online charter school students' being permitted to participate in NPA interscholastic athletics per ARS. 15.3.1.2

President Sarikaya and Superintendent Lykins presented information about online student athletes and rules from the AIA. They then proposed that NPA continue to not permit home schooled/online students from participating in NPA athletics, as it takes spots and resources away from NPA students.

**Action Item:** Discussion and possible action to permit online charter school students to participate in NPA interscholastic athletics per statute 15.3.1.2.

A motion to not permit online charter school students to participate in NPA interscholastic athletics per statute 15.3.1.2 was made by Jessica Gabrys and seconded by Susan McCullough. The motion passed unanimously.

G. Food Service Presentation

David Lykins

Superintendent Lykins provided Food Service Program updates and celebrated the upcoming launch of the program. He then reviewed the recent updates that were made to accommodate the lunch program:

- May 25<sup>th</sup>, 2022 AZ Dept. of Education approved IAA for FUSD1 to provide oversight and NSLP meals to Northland Preparatory Academy
- June 6-10 Restructure Room 108 to become future food service area
- June 15<sup>th</sup>, met with group to name "Spartan Market" Grab and Go
- June 20-30<sup>th</sup> worked with Eco lab, CCDHS, FUSD1 Maintenance dept, Chartwells and the Compass Group on design, strategies and onboarding
- June 28<sup>th</sup>, began receiving FUSD1 equipment ie. Commercial Freezers, Refrigerators, Warming Stations, Milk Refrigerators etc.
- July 6<sup>th</sup>-13<sup>th</sup>, began planning and pre-communication letters and website
- July 13<sup>th</sup>, Identified and selected NPA McKinney Vento coordinator and NSLP Liaison to interface with FUSD1 as well as NPA students and parents
- July 15<sup>th</sup>, I was informed that there was a now a need to have this IAA brought to the FUSD1 Governing Board for approval
- July 18<sup>th</sup>-19<sup>th</sup>, Met with FUSD1 Superintendent to communicate next steps.

Superintendent Lykins concluded the presentation with a future update and plans that include software set up, accounts, communication, registration, inspections, parking, delivery, and room setup, over the next four weeks. Upon Approval from FUSD1 Governing Board, NPA will begin the actual meal service program on Tuesday September 6<sup>th</sup>, 2022 (After Labor Day)

- H. Principal Presentation (Start of School) Jay Litwicki  
Principal Litwicki provided updates on the start of school. The Middle School and High School summer programs were a success and accounted for 15-20 recovered credits. He then reviewed the various safety upgrades to classrooms and school grounds preparation that occurred to ensure success in the upcoming school year. Principal Litwicki reported that new and returning teachers began last week. The group engaged in team building, tech training, DEI, and other activities at the beginning of the week; the latter part of the week consisted of mandatory trainings, legislative updates, handbook reviews and more, to prepare for the 2022/23 school year. Principal Litwicki concluded his presentation with some important calendar events that are on the horizon, such as fall sports, benchmark testing, and “catch-ups” on teaching trainings (occurring every Wednesday).

**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, Michael Shafer  
Report: Did not meet. The committee has plans to begin earlier this year.
- b. Community Enrichment- Review and decision recommendations  
Chairperson: Alicia Vaughan  
Member(s): Susan McCullough, Jessica Gabrys  
Report: Alicia Vaughan has been working on outreach for the committee. CEC has an upcoming Spartan Roast Coffee fundraiser.
- c. Finance- Review and decision recommendations  
Chairperson: Susan McCullough  
Member(s): Ian Cribbs, Scott Keller, Nihal Sarikaya  
Report: Steve Danner reviewed the Year-to-Date report and budget.

**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): Jessica Gabrys

Report: Did not meet. The golf tournament will occur on September 12<sup>th</sup>. Donations are accepted. Nihal asked board members to arrive at Flag Ranch to express appreciation to donors at 11:30am, September 12<sup>th</sup>.

- e. Strategic Planning- Review and decision recommendations  
Chairperson: Ian Cribbs  
Member(s): Susan McCullough, Nihal Sarikaya, Alicia Vaughan  
Report: Did not meet.
- f. Board Recruitment- Review and decision recommendations  
Chairperson: Brian van Meerten  
Member(s): Susan McCullough, Michael Shafer  
Report: Did not meet.
- g. Personnel- Review and decision recommendations  
Chairperson: Scott Keller  
Member(s): Alicia Vaughan, Michael Shafer  
Report: Did not meet.
- h. Diversity, Equity & Inclusion (DEI)-Review and decision recommendations  
Chairperson: Jessica Gabrys  
Members: Nihal Sarikaya, Brian van Meerten, Alicia Vaughan  
Report: Did not meet.

## **IX. Other Business**

Future Board meeting dates and agenda items

August 29 (House Bill Visitation)

September 26 (Staffing, Contracts 3.0, updates on first three weeks)

## **X. Adjournment**

A motion to adjourn was made by Susan McCullough and seconded by Brian Van Meerten.  
The motion passed unanimously at 6:52pm.