

Regular Board Meeting of the Organization September 27, 2022 5:30p.m.	Northland Preparatory Academy 3300 East Sparrow Avenue Flagstaff, AZ 86004
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Minutes Approved at October 22, 2022 Meeting

I. Call to Order Nihal Sarikaya
5:32pm

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	Jessica Gabrys
X	Ian Cribbs (Vice President)	X	Michael Shafer
X	Susan McCullough (Treasurer)		Brian Van Meerten
X	Scott Keller (Secretary)	X	Alicia Vaughan
X	David Lykins (Superintendent)		

*Quorum requirement met (7 members present)

	Administrators in Attendance	Others in Attendance
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 8/29/2021. Nihal Sarikaya

A motion to approve the minutes from Regular Board Meeting on 8/29/2022 was made by Ian Cribbs and seconded by Alicia Vaughan; the motion passed unanimously.

Public Hearing

A motion to adjourn into a Public Hearing surrounding the NPA proposed Budget was made by Jessica Gabrys and seconded by Susan McCullough. The motion passed unanimously.

Mr. Danner presented the updated budget and informed the Board that two vans are reaching end of life with parts not being available to make adequate repairs; so, \$100,000 has been budgeted to purchase two new vans. The revised budget was vetted with the Finance Committee. The budget topics were noncontroversial and unanimous; the board did not have any questions.

A motion to return to regular session was made by Jessica Gabrys and seconded by Alicia Vaughan. The motion passed unanimously.

VII. NPA Business Items and Presentations

Action Item: Discussion and possible action to approve the revised budget for adoption as presented for the 2022-23 school year.

A motion to approve the NPA Proposed Budget for adoption as presented for the 2022-2023 school year was made by Susan McCullough. Ian Cribbs seconded the motion, which passed unanimously.

A. Annual Financial Report (AFR) Presentation

Steve Danner

Action Item: Discussion and possible action to authorize Business Manager/Consultant to revise, finalize, and submit the AFR prior to October 15th, 2022.

A motion to authorize the Business Manager/Consultant to revise, finalize and submit the AFR prior to the Oct. 15, 2022 was made by Susan McCullough. Jessica Gabrys seconded the motion, which passed unanimously.

B. Board Member Candidate Presentations to fill the one mid-term vacancy for seat #6. (Alphabetical order)

Nihal Sarikaya

Alisa Badenhorst
James Hayes
Heather Higgins
Luke Plonsky

Each candidate was allocated 3 minutes to introduce themselves and share why they intend to join the Board. The candidates presented by last name alphabetically. One question was posed to all candidates from Nihal Sarikaya. The question: To be effective and efficient as a Board, members must be present at meetings and committee work; are you available to dedicate 4-6 hours per month? Each candidate gave a response.

Action Item: Discussion and possible action to elect/approve 2022 Governing Board candidate for seat #6 (officially seated on October 24, 2022)

A motion to vote and elect a new governing board member was motioned by Ian Cribbs and seconded by Nihal Sarikaya. The 7 Board members took a vote and elected Luke Plonsky to fill seat #6. The Board also voted to affirm Luke Plonsky to fill the open board seat.

C. Presentation on House Bill 2025 schools; parental classroom visitation policies (2nd reading)

David Lykins

Mr. Lykins presented the HB2025 School Visitors policy and informed the Board of what the policy entails. He also informed the Board that it was presented to staff and requested feedback from staff. Board member Shafer had a question regarding the ability for parents to schedule a visit/tour within a certain time frame, before being allowed to tour campus. Superintendent Lykins responded that the software/calendar implemented would insure that scheduling a classroom visit would require advanced notice.

Action Item: Discussion and possible action to approve NPA Governing Board policy for HB 2025 as presented

A motion to approve the proposed NPA HB2025 School Visitors policy was made by Michael Shafer and seconded by Jessica Gabrys; the motion passed unanimously.

D. Presentation on ASBA Advisory Volume 22/Number 2 (1st Reading) David Lykins

Superintendent Lykins presented to the Board the ASBA Advisory Volume 22/Number 2 policies services advisory. The first meeting presented for review. A second meeting will be held to discuss and take action on October 24th.

Action Item: Discussion and possible action to place the ASBA Advisory Volume 22/Number 2 on the October 24, 2022, Governing Board agenda for second reading and approval.

A motion to place the ASBA Advisory Volume 22/Number 2 policies for a second reading at the October 24, 2022, board meeting was motioned by Ian Cribbs and seconded Susan McCullough, and passed unanimously

E. NPA Food Service Presentation David Lykins

Superintendent Lykins informed the board that Tuesday, September 20th, was the first day of operation for the Food Service program. Lines were long the first day and slow, but overall was successful. Within the first week, the line sped up as students became more familiar with their lunch numbers and payment options. The Board had feedback regarding food service in terms of expediting the line, as well as website information for families to review. Superintendent Lykins let the Board know information is available on the website to review, as well as emails being sent to families to see how the food service program is available for all students. The golf tournament fundraiser will be making a \$2,000 deposit into the food service program for students who need access.

F. Principal Presentation Jay Litwicki

Mr. Litwicki presented on school events and activities, starting with the Professional Development Day on 9/19. Parent teacher conferences are coming up October 10th-12th. Updates included information about the successful golf fundraiser, Rafsanjani night, sexual health parent night, and information about the new website. Homecoming and conferences are around the corner, the second week of October.

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

- a. Bylaws and Policies- Review and decision recommendations
Chairperson: Ian Cribbs
Member(s): Michael Shafer
Report: Did not meet. House Bill 2025 and ASBA Advisory Policy will be discussed.
- b. Community Enrichment- Review and decision recommendations
Chairperson: Alicia Vaughan
Member(s): Susan McCullough
Report: Met on September 13th. Community member and President Alisa Badenhorst

led the meeting with 9 parents present on the call. The CEC discussed their coffee fundraiser that sold out. The CEC wants to do a pre-sale on the website for future sales. Question was raised about scholastic book fair possibilities. The next meeting is October 11th at 12:00.

- c. Finance- Review and decision recommendations
Chairperson: Susan McCullough
Member(s): Ian Cribbs, Scott Keller, Nihal Sarikaya
Report: The committee met and discussed the AFR and August YTD.

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

A motion to approve the August YTD was made by Ian Cribbs and seconded by Susan McCullough. It passed unanimously.

- d. Fundraising/Grant Writing- Review and decision recommendations
Chairperson: Nihal Sarikaya
Member(s): Jessica Gabrys
Report: The fourth annual golf fundraiser was a great success and exceeded \$10,000 in net profit. It was a great community building activity. The next year's golf fundraiser is September 11, 2023. A meeting will be scheduled in October for grant writing focus.
- e. Strategic Planning- Review and decision recommendations
Chairperson: Ian Cribbs
Member(s): Susan McCullough, Nihal Sarikaya, Alicia Vaughan
Report: Did not meet. Will meet October 21st and November 11th.
- f. Board Recruitment- Review and decision recommendations
Chairperson: Priscilla Rost
Member(s): Brian van Meerten
Report: Did not meet. Superintendent Lykins and Mr. Van Meerten have been in communication regarding mid-year opening and upcoming board seats. The next meeting will be at the end of the year.
- g. Personnel- Review and decision recommendations
Chairperson: Scott Keller
Member(s): Michael Shafer
Report: Committee met with Mr. Lykins and presented 3 Smart Goals, surrounding system wide goal, communication goal, and DEI goal. Meeting will be held before the October board meeting to revise and prepare the smart goals for the board.
- h. Diversity, Equity & Inclusion (DEI)-Review and decision recommendations
Chairperson: Jessica Gabrys
Members: Nihal Sarikaya, Alicia Vaughan
Report: Did not meet. Scheduling time to meet and set schedule to invite others to join future meetings.

IX. Other Business

Future Board meeting dates and agenda items

October 24th, 2022

November 14th, 2022

Superintendent Lykins informed the Board of future topics, such as second reading of the ASBA Advisory policy,

X. Adjournment

A motion to adjourn was made by Ian Cribs and seconded by Susan McCullough. The motion passed unanimously at 7:15pm.