

Regular Board Meeting of Northland Preparatory Academy

Regular Board Meeting of the Corporation September 25th, 2023 5:30p.m.	Northland Preparatory Academy 3300 East Sparrow Avenue Flagstaff, AZ 86004
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MINUTES Approved at 10-23-23 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

	Officers*		Members*
X	Nihal Sarikaya (President)	X	Alicia Vaughan
X	Ian Cribbs (Vice President)	X	Crystal Hepp
	Susan McCullough (Treasurer)	X	Luke Plonsky
X	Scott Keller (Secretary)	X	Michael Shafer
X	David Lykins (Superintendent)	X	Brian Van Meerten

*Quorum requirement met

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

V. Call to the Public (Public Comment) Nihal Sarikaya
 There were no calls to the public this evening.

VI. Approval of Minutes from Regular Board Meeting on 8/07/2023 at 5:30 PM Nihal Sarikaya

A motion to approve the minutes from the 8/07/2023 Regular Board meeting was made by Ian Cribbs and seconded by Brian Van Meerten; the motion passed unanimously.

VII. NPA Business Items and Presentations Nihal Sarikaya

A. Annual Financial Report (AFR) presentation Steve Danner

Action Item: Discussion and possible action to authorize NPA Business Manager/Consultant to revise, finalize, and submit AFR prior to October 15, 2023.

Mr. Danner presented to the Board an overview of the Annual Financial Report that was vetted with the Finance Committee.

A motion to authorize and approve the NPA business manager to submit the AFR prior to October 15, 2023, was made by Luke Plonsky and seconded by Crystal Hepp; motion passed unanimously.

B. Science/STEAM/STEM classroom expansion presentation

Richard Begay

Action Item: Discussion and possible action to approve SPS+ Architects Fee Proposal to provide architectural design and engineering services pursuant to the 1 GPA Collaborative Contract 23-18P-12 as set forth in the 1 GPA Master Agreement and as supplemented by the NPA/SPS+ (through the Contract Amendment to Master Agreement between Architect and 1 GPA Contract 23-18P-12) Supplementary Agreement for the NPA Science/Stem/Steam classroom expansion as presented.

Mr. Lykins presented a slide regarding the Science/STEM/STEAM classroom expansion process that first requires the Board to secure an architectural design and engineering service to move this project forward. Superintendent Lykins also reviewed the Master Agreement from SPS+ with the Board. SPS+ Architects Fee proposal was reviewed extensively with the Board. It is recommended that the Board secure an agreement with Architect/Engineering firm SPS+ to lead and design our project.

A motion to approve SPS+ Architects Fee Proposal to provide architectural design and engineering services pursuant to the 1 GPA Collaborative Contract 23-18P-12 as set forth in the 1 GPA Master Agreement and as supplemented by the NPA/SPS+ (through the Contract Amendment to Master Agreement between Architect and 1 GPA Contract 23-19P-12) Supplementary Agreement for the NPA Science/STEM/STEAM classroom expansion as presented was made by Brian Van Meerten and seconded by Alicia Vaughan; motion passed unanimously.

C. Principal Presentation

Jay Litwicki

Mr. Litwicki presented to the Board the 23/24 SY initiative. At the beginning of the school year numerous school safety trainings took place with all staff members. School wide data including AASA, AZSCI, ACT, ACT Aspire were reviewed with staff. The data is reviewed monthly. Multi-Tiered System of Supports (MTSS) in service day took place on September 18th for the staff. He also shared many important upcoming dates, including homecoming Oct 7th. NPA showcases will take place November 4th and December 2nd.

VIII. Committee Reports

Nihal Sarikaya

- a. Bylaws and Policies- Did not meet. Ian Cribbs will continue as chair; Crystal Hepp and Michael Shafer joined the committee.
- b. Community Enrichment- Fundraiser with back-to-school sale was a great success especially with hoodie sales. The committee met and will partner with the Student Council to have a pancake day for teachers/staff. A birthday gift plan is in place for all

staff. Alicia Vaughan will continue as chair with Brian Van Meerten and Michael Shafer as committee members.

- c. Finance- Finance committee met and reviewed July/August YTD monthly reports. Funding for the possible future building was discussed in detail. Susan McCullough, Ian Cribbs, Nihal Sarikaya, Scott Keller will continue as members.

Action Item: Discussion and possible action to approve the Finance Committees review of the monthly financials as presented. (July and August YTD)

A motion to approve the July/August YTD financial as presented was made by Luke Plonsky and seconded by Crystal Hepp; the motion passed unanimously

Action Item: Discussion and possible action to approve budget variance as presented:

A motion to approve the budget variance as presented was made by Brian Van Meerten and seconded by Michael Shafer; the motion passed unanimously.

- d. Fundraising/Grant Writing- The golf fundraiser was a great success. Nihal Sarikaya will continue to chair the committee. Scott Keller, Crystal Hepp, and Luke Plonsky joined as members.
- e. Strategic Planning- Ian Cribbs will continue to chair the Strategic Planning committee. Ian gave an update on the committee stating the committee is in “hyper mode” meeting weekly and working closely with the finance committee. Susan McCullough and Nihal Sarikaya, Alicia Vaughan, Scott Keller will continue as members.
- f. Board Recruitment- Did not meet. Committee will meet in 3 weeks. Vision and Strategy will be reviewed. Brian Van Meerten will continue to Chair this committee. Susan McCullough and Luke Plonsky join as members.
- g. Personnel- Did not meet. Scott Keller will continue to Chair this committee. Luke Plonsky and Michael Shafer joined as members
- h. Diversity, Equity & Inclusion (DEI)- Did not meet. Brian Van Meerten will chair the committee. Alicia Vaughan and Crystal Hepp will be committee members. Nihal Sarikaya will attend committee meetings as available.

IX. Other Business

Future Board meeting dates and agenda items

Showcase updates

October 23rd, 2023

November 13th, 2023

December 18th, 2023

X. Adjournment

A motion to adjourn the meeting at 7:31 PM was made by Crystal Hepp and seconded by Alicia Vaughan; motion passed unanimously.