

# Regular Board Meeting of Northland Preparatory Academy

## DRAFT Minutes

3300 E. Sparrow Ave. Flagstaff, AZ 86004

Monday, December 18, 2023, at 5:30 PM

Location: Multi-Purpose Room

**I. Call to Order** Nihal Sarikaya  
**5:32 pm**

**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
X	Susan McCullough (Treasurer)	X	Luke Plonsky
	Scott Keller (Secretary)		Michael Shafer
X	David Lykins (Superintendent)	X	Brian Van Meerten

\*Quorum requirement met

	Administrators in Attendance	Others in Attendance
X	Jay Litwicki (Principal)	Heidi & Scott Wolford
X	Vada Visockis (Assistant Principal)	Juliana Willis, Sandi Dunmyer
X	Steve Danner (Business Manager)	Chris Phillips

**V. Call to the Public (Public Comment)** Nihal Sarikaya  
(30-minute time allotment)  
No calls to the public.

**VI. Approval of Minutes from Regular** Nihal Sarikaya  
**Board Meeting on 11/13/2023 at 5:30 PM**

Luke Plonsky motioned to approve the November meeting minutes, and Ian Cribbs seconded. The motion passed unanimously.

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

#### **A. Student Strings Performance**

Students from the strings program performed. As the strings instructor, Ms. Ahern oversaw the group.

## B. Principal Presentation

Jay Litwicki

Mr. Litwicki discussed the finals week, which started today, schedule. Then, he provided an update on OASIS, a research project led by Arizona State University (ASU) regarding inclusion. Also, he shared an update on the MTSS program development; program SMART goals will be created by 2/6/2024. Furthermore, Dr. Visockis shared school absenteeism data, which is related to the MTSS program. Prior to COVID, the student absenteeism rate was 6%. Post-COVID, the absenteeism rate increased significantly. The absenteeism goal for the 2023 academic year (AY) is 8% or less. Based on the mid-AY data review, the students are on track to improve their absenteeism rate. Administration and faculty will continue with these efforts.

## VIII. Committee Reports (Chairpersons and Meeting times)

Nihal Sarikaya

- a. Bylaws and Policies- Review and decision recommendations: Ian Cribbs. Did not meet.
- b. Community Enrichment- Review and decision recommendations: Alicia Vaughan. They held a faculty luncheon on 12/15/2023. Their fundraising efforts were successful: coffee sold out and the Panda Express event raised \$150. They are working with Mr. Byers on determining faculty needs.
- c. Finance- Review and decision recommendation: Susan McCullough. Steve Danner mentioned that the group met and reviewed YTD report, CD performance, and draft construction expense budget from Kinney Construction Services.

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

A motion to approve the YTD financial as presented was made by Susan McCullough and seconded by Ian Cribbs; the motion passed unanimously.

- d. Fundraising/Grant Writing- Review and decision recommendations: Nihal Sarikaya. She shared the 12/4 meeting minutes with the Board. She emphasized that every Board Member will need to participate in raising funds for the STEAM building construction. She invited fellow Board Members to attend the next meeting on 1/8/2024. Mr. Lykins followed up with updates on the planning phases.
- e. Strategic Planning- Review and decision recommendations: Ian Cribbs. He provided an update on the design process with SPS+ Architects. Faculty shared lots of feedback and the meetings were dynamic. We have a preliminary GMP.
- f. Board Recruitment- Review and decision recommendations: Brian Van Meerten. Did not meet. He stated that many potential candidates attended. An informational meeting is scheduled for January 10, 2024.
- g. Personnel- Review and decision recommendations: Scott Keller. Did not meet.
- h. Diversity, Equity & Inclusion (DEI)-Review and decision recommendations: Brian Van Meerten. Met on 11/16 and asked that the information be more accessible on NPA's website. Next meeting is on 12/21/2023.

## IX. Other Business

Future Board meeting dates and agenda items

January 22, 2024  
February 26, 2024

- SPS+ Architects and Kinney Construction Services will attend the meetings.
- Board Member elections will be held in February.
- Budget timeline and contracts will be discussed.
- MTSS and OASIS updates will be provided.
- Coordinate fundraising efforts.

## **X. Adjournment**

A motion to adjourn at 6:30 was made by Crystal Hepp and seconded by Alicia Vaughan. Motion passed unanimously.