

Regular Board Meeting of Northland Preparatory Academy

3300 E. Sparrow Ave. Flagstaff, AZ 86004

Monday, March 25th, 2024, at 5:30 PM

Location: Multi-Purpose Room

Draft Minutes

I. Call to Order Nihal Sarikaya
5:31 PM meeting called to order by Nihal Sarikaya

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

| | Officers* | | Members* |
|---|-------------------------------|---|-------------------|
| X | Nihal Sarikaya (President) | X | Alicia Vaughan |
| | Ian Cribbs (Vice President) | X | Crystal Hepp |
| X | Susan McCullough (Treasurer) | | 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) | Jonathan Berzins, Chris Phillips |
| x | Vada Visockis (Assistant Principal) | James Willis, Scott Wolford |
| X | Steve Danner (Business Manager) | |

V. Call to the Public (Public Comment) Nihal Sarikaya
(30-minute time allotment)

No calls to the public

VI. Approval of Minutes from Regular Board Meeting on 2/26/2024 at 5:30 PM Nihal Sarikaya

A motion to approve the 2/26/24 the Board Meeting minutes was made by Crystal Hepp and seconded by Alicia Vaughan. Motion passed unanimously.

Approval of Minutes from Special Board Meeting on 3/18/24 at 5:30 PM

A motion to approve the 3/18/24 Special Board Meeting minutes was by Susan McCullough and Michael Shafer. Motion passed unanimously.

VII. NPA Business Items and Presentations

A. NPA Budget Presentation. Steve Danner

Mr. Danner reviewed the NPA FY25 Draft 2.0 Budget Summary. An increase of 2% was proposed for staff contracts.

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

A motion to approve employee contracts 1.0 was made by Susan McCullough and seconded by Brian Van Meerten. Motion passed unanimously.

B. Retention/Recruitment Incentive Agreement
24/25 SY Presentation.

Steve Danner

Mr. Danner explained the retention/recruitment agreement with the Board and how it would be funded. Payment will be made for returning staff and recruited staff.

Action Item: Discussion and possible action to authorize NPA Administration to enter into retention/recruitment agreements with staff who sign their contracts for the 2024/25 SY.

A motion to approve the NPA Administration to enter into retention/recruitment agreements with staff who sign their contracts for the 2024/25 SY was made by Susan McCullough and seconded by Michael Shaffer. Motion passed unanimously.

C. ASBA Policy Services “Charter School Advisory”
Volume 24, Number 1 (Second Reading for action)

Nihal Sarikaya

The second reading of the ASBA policy services volume 24, Number 1 was presented to the board and discussed.

Action Item: Discussion and possible action to approve ASBA Policy Services “Charter School Advisory” Volume 24, Number 1 as presented.

A motion to approve ASBA Policy Services “Charter School Advisory” Volume 24, Number 1 was made by Scott Keller and seconded by Brian Van Meerten. Motion passed unanimously.

D. Principal Presentation

Mr. Litwicki presented the Spring testing schedule to the Board. Mr. Litwicki gave an update on the MTSS process, including the perception survey, which resulted in 69% student participation, 42% parent participation, and 92% staff participation. On April 30th, the MTSS team will visit the Vail District to review their processes for the Student Study Team (SST) process. The Board members had a few questions for Mr. Litwicki regarding the MTSS process and how it is going to be implemented in the upcoming school year. He reviewed upcoming events, including Prom, Middle School Dance, Grand Canyon River Trip, and 6th grade Camp Colton. Preview nights for incoming students will take place 3/28/24 for 9th graders and 4/25/24 for incoming 6th graders.

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

Nihal Sarikaya
(30-45 minutes)

- a. Bylaws and Policies- Review and decision recommendations. Did not meet
- b. Community Enrichment- Review and decision recommendations. -Alicia Vaughan. They met last Tuesday and donated to Senior Swag Bag. Committee will send out communication with an expenditure report for the year.
- c. Finance- Review and decision recommendations. Susan McCullough- Reviewed YTD financials. Looked at budget and draft 2.0. Financing for STEAM building project along with withdrawals from CD’s was discussed. The next meeting will be April 12th at 11:00 am.

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

A motion to approve Finance Committee review of the monthly financials was made by Susan McCullough and seconded by Crystal Hepp. Motion passed unanimously.

- d. Fundraising/Grant Writing- Review and decision recommendations. Nihal Sarikaya- Did not meet; will meet Tuesday, April 8th at 2:00 pm.
- e. Strategic Planning- Review and decision recommendations. Ian Cribbs- Mr. Lykins provided an update. Construction meetings have been revolving around permitting with the City of Flagstaff and Site Planning. An April meeting will be held to further review site planning.
- f. Board Recruitment- Review and decision recommendations. Brian Van Meerten- Did not meet.
- g. Personnel- Review and decision recommendations. Scott Keller- Preliminary meeting to review progress and select a date for the committee on April 30th at 5:00 pm.
- h. Diversity, Equity & Inclusion (DEI)-Review and decision recommendations. Brian Van Meerten. They met last week regarding MTSS, parking, and the land acknowledgment process. They discussed current staff training and lunch programs for middle school and high school students. They also discussed recruitment efforts for new teachers and how to get a more diverse staffing mix. The next meeting will be Thursday, April 18th, at 5:30.

IX. Other Business

Future Board meeting dates and agenda items

April 22nd, 2024

May 20th, 2024

June 24th, 2024, (Propose Budget)

July 8th, 2024, (Adopt Budget)

X. Adjournment

A motion to adjourn at 6:35 pm was made by Michael Shafer and seconded by Crystal Hepp. Motion passed unanimously.