

# Regular Board Meeting of Northland Preparatory Academy

3300 E. Sparrow Ave. Flagstaff, AZ 86004

**Monday, June 24th, 2024, at 5:30 PM**

Location: Multi-Purpose Room

## **Meeting Minutes – Approved at July 8, 2024 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**

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

\*Quorum requirement met

	Administrators in Attendance	Others in Attendance
	Jay Litwicki (Principal)	Scott Wolford
	Vada Visockis (Assistant Principal)	Chris Phillips
X	Steve Danner (Business Manager)	Jonathan Berzins

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

There were no calls to the public.

**VI. Approval of Minutes from Regular** Nihal Sarikaya  
**Board Meeting on 5/20/2024 at 5:30 PM**

A motion to approve the 5/20/2024 Board Meeting minutes was made by Alicia Vaughan and seconded by Michael Shafer. Motion passed unanimously.

### **VII. NPA Business Items and Presentations**

**A. Budget (update) Presentation** Steve Danner

Mr. Danner shared changes and updates about the 2024-2025 fiscal year budget. The projected net ordinary income is \$491,000. The construction interest will be capitalized rather than expensed. Another change to the capital budget was flooring, which increased from \$6,000 to \$48,000. There are decreases in other areas of the budget, such as substitute teacher positions.

**Action Item:** Discussion and possible action to approve proposed budget as presented.

A motion to approve the proposed budget was made by Susan McCullough and seconded by Crystal Hepp. Motion passed unanimously

**B. 2023/2024 School Calendar (Instructional Days)**

**David Lykins**

Superintendent Lykins summarized the changes to the number of instructional days NPA executed due to inclement weather. Board Member Brian Van Meerten asked if NPA considered changing the early dismissal day from Wednesday to Friday. Superintendent Lykins stated that faculty members weighed in and requested keeping the current schedule.

**Action Item:** Discussion and possible action to approve the amended 2023/24 NPA School Calendar (Instructional Days) as presented. (Inclement Weather).

A motion to approve the amended 2023/24 NPA School Calendar (Instructional Days) as presented was made by Michael Shafer and seconded by Alicia Vaughan. Motion passed unanimously.

**C. FUSD#1 NPA Inter-Agency Agreement Presentation**

**David Lykins**

Superintendent Lykins updated the Board that he will meet with FUSD, on Wednesday, to review the agreement.

**D. NPA NAH/ATC Agreement Presentation**

**David Lykins**

Superintendent Lykins shared the history of the position. The athletic trainer is an NPA employee who teaches Sports Medicine I, Sports Medicine I & II, and Anatomy/Physiology and attends many sporting events. As part of their community engagement initiative, NAH provides the stipend for the ATC position.

**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. Did not meet. Alicia Vaughan stated they will be present during Back to School Days (7/29-7/30).
- c. Finance- Review and decision recommendations. Susan McCullough shared that the committee reviewed May financial reports, the creation of two bank accounts, and the City of Flagstaff's request for a letter of credit for a water line. The \$3.1M loan has variable interest rate; interest will be determined at time of withdrawals.

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

A motion to approve the Finance Committee's review of the monthly financials as presented was made by Susan McCullough and seconded by Michael Shafer. Motion passed unanimously.

- d. Fundraising/Grant Writing- Review and decision recommendations. Nihal Sarikaya shared that the sponsorship levels for the golf tournament were finalized and the tournament web page is up and running. Save the Date flier is being shared with

- potential sponsors. Crystal Hepp drafted an Ask Letter for the STEAM building fundraising effort. Next meeting will be scheduled for a date after 7/23.
- e. Strategic Planning- Review and decision recommendations. Dave Lykins provided summary of events for STEAM building.
  - f. Board Recruitment- Review and decision recommendations. Did not meet.
  - g. Personnel- Review and decision recommendations. Did not meet.
  - h. Diversity, Equity & Inclusion (DEI)-Review and decision recommendations. Did not meet.

## **IX. Other Business**

Future Board meeting dates and agenda items

July 8, 2024 (Adopt Budget): Zoom link will be provided for Board Members who cannot attend in person. Public Hearing will be held in person.

July 31, 2024 (Executive Session)

August 5, 2024 (Seating/Oath/Conflict of Interest)

## **X. Adjournment**

A motion to adjourn at 6:20 pm was made by Crystal Hepp and seconded by Ian Cribbs. Motion passed unanimously.