

Regular Board Meeting of Northland Preparatory Academy

3300 E. Sparrow Ave. Flagstaff, AZ 86004

Monday, October 28th, 2024, at 5:30 PM

Location: MPR

Draft Meeting Minutes

I. Call to Order Scott Keller

Meeting called to order at 5:30 PM.

II. Pledge of Allegiance Scott Keller

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	Scott Keller (President)	x	Scott Welford
x	Ian Cribbs (Vice President)	x	Crystal Hepp
x	Susan McCullough (Treasurer)	x	Luke Plonsky
x	Alicia Vaughan (Secretary)	x	Michael Shafer
	David Lykins (Superintendent)	x	Chris Phillips

*Quorum requirement met

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

V. Call to the Public (Public Comment)

Scott Keller

(30-minute time allotment)

No calls to the public.

VI. Approval of Minutes

Scott Keller

Ian Cribbs moves to approve, and Michael Shafer seconds approval of minutes from September 23rd board meeting. Passes unanimously.

VII. NPA Business Items and Presentations

Scott Keller

A. Showcase Presentation

Jay Litwicki

Mr. Litwicki presented on the two upcoming NPA showcases Nov 2nd and Dec 7th. Mailers went out, Facebook ad is coming. These are successful in large part because of student ambassadors leading the tours. Trying to get better feedback (data) about how people find out about the event.

B. Principal Presentation

Jay Litwicki
Vada Visockis

Dr. Visockis presented on aligning curriculum, starting with science (more inquiry based), and math so that middle school courses nicely feed into high school courses. Looking at other school models for developing STEAM for middle school, including looking at pathways for MS to HS. We also got an update on MTSS after 1st quarter review. Mr. Litwicki attended a safety training and received updated guidance. School has run first safety drills with updates and will take teacher feedback to reassess. Service week upcoming Nov 18-22.

VIII. Committee Reports

Scott Keller

(Chairpersons and Meeting times)

(30-45 minutes)

- a. Bylaws and Policies- Review and decision recommendations: Did not meet.

- b. Community Enrichment- Review and decision recommendations – Alicia reports successful fundraising with coffee and restaurant nights, will donate to STEAM building and they have a date for December luncheon for faculty and staff.
- c. Finance- Review and decision recommendations :
Met on 10/22 at 11:00, next Nov 12 at 11:00

Action Item: Discussion and possible action at approve monthly financials as presented:

Luke Plonsky moves and Susan McCollough seconds to approve monthly financials as presented.
Passes unanimously.

- d. Fundraising/Grant Writing- Review and decision recommendations
Met, reviewed website where you make donations, discussed FFE needs for new building. Moving toward direct ask from families before holidays.
- e. Strategic Planning- Review and decision recommendations
Did not meet, plans to meet on 11/14 at 11:00
- f. Board Recruitment- Review and decision recommendations
Did not meet, but will have representation at NPA Showcases. Website materials updated for governing board applications.
- g. Personnel- Review and decision recommendations
Did not meet. Meeting 11/12 at 5:15
- h. Diversity, Equity & Inclusion (DEI)-Review and decision recommendations
Did not meet. Working out best meeting time.

IX. Other Business

Future Board meeting dates and agenda items

November 18th, 2024:

- *State letter grade presentation
- *Audit Presentation by Fester & Chapman
- *Superintendent SMART Goals
- *Feedback on Direct Ask Campaign

December 16th, 2024

January 27th, 2025

X. Adjournment

Motion to adjourn at 6:25 by Michael Shafer and seconded by Ian Cribbs, passes unanimously.