

Regular Board Meeting of Northland Preparatory Academy

3300 E. Sparrow Ave. Flagstaff, AZ 86004

Monday, June 23, 2025 at 5:30 PM

Location: MPR

Meeting Minutes Approved at the July 7, 2025 Meeting

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

*Quorum requirement met

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

V. Call to the Public (Public Comment)

Scott Keller

No calls to the public.

VI. Approval of Minutes

Scott Keller

Ian Cribbs moves to approve minutes from Regular Board Meeting on May 19, 2025 and Michael Shafer seconds. Motion passes unanimously.

VII. NPA Business Items and Presentations

Scott Keller

A. NPA Principal Presentation

Vada Visockis

Summer session underway, and set-up and occupation of the new building is happening. Admin is working to update handbooks, reporting for state letter grade, updating emergency operations plans. They are developing tier-1 instructional goals, and preparing for Back to School Days.

B. Budget (update) Presentation

Steve Danner

Draft 4.0 has not much change from version 3.0, with the addition of anticipated capital expenses.

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

Susan McCullough moves to approve the proposed budget as presented, and Luke Plonsky seconds. Motion passes unanimously.

C. STEAM Building Presentation

David Lykins

Hydroseeding completed, and we received the Certificate of Occupancy! The new furniture and fixtures have been installed and assembled. Ready for teachers to move in.

D. NPA/FUSD Inter-Agency Partnership Agreement

David Lykins

Action Item: Discussion and possible action to approve NPA/FUSD Inter-Agency Partnership Agreement (Food Service) as presented.

Michael Shafer moves to approve the NPA/FUSD Inter-Agency Partnership as presented and Crystal Hepp seconds, motion passes unanimously.

E. Presentation on ASBA Advisory Volume 37, Number 5 and Volume 37, Number 6 Including A.R.S. 15-120.05 (limiting student access to wireless communication devices (First Reading No Action))

Volume 37, Number 5 consists of minor revisions for clarity related to financial practices, with no substantial changes. Number 6 addresses wireless communications resulting from new state legislation. This requires policy changes to cell phone usage during the school day. It also mandates that Board members receive training on mandatory reporting.

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.** Pre-order form a success, placed initial spirit wear order for color shirts. Will open back up and advertise at Back to School Days. Plan to discontinue web store and ask Admin to remove from website.
- c. **Finance- Review and decision recommendations.** Met and reviewed STEAM building and budget draft 4.0.
- d. **Fundraising/Grant Writing- Review and decision recommendations.** Did not meet. Total donations to date for STEAM building ~\$110 K.
- e. **Strategic Planning- Review and decision recommendations.** Did not meet.
- 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.

X. Other Business

Future Board meeting dates and agenda items:

-July 7th, 2025 (Adopt Budget; Remote via Microsoft Teams)

-August 4th, 2025 (Seating/Oath/Conflict of Interest/STEAM Ribbon Cutting 4:30 – 5:15. Regular meeting at 5:30

XI. Adjournment

A motion to adjourn was made at 6:28 by Michael Shafer and seconded by Crystal Hepp, passes unanimously.