

**North Davis Preparatory Academy
Board of Directors Workshop
August 2, 2006**

Approved October 4, 2006

North Davis Preparatory Academy students develop a love of learning, experience high academic achievement, and enjoy high bi-literate proficiency.

In attendance: Monte Poll, Oscar Aguayo, Kim Valeika, Mornie Sims, Trent Brown.

Others: Debby Gomberg, Jed Stevenson, Emily Coon, Janice McReaken

MINUTES

- Welcome and Introduction – Monte Poll
- Website Evaluation (Janice McReaken) – A new website has been rolled out by Academica. Concern about the e-mail and who will be setting up the e-mail. Janice will be managing the initial set-up of e-mail addresses only. Eric will still be doing the tech support at the school and setting up the e-mail settings on the computer. Janice will only be creating the account and password. Debby Gomberg said the new website is classy, informative, and represents the school as she wants it to be shown. For content, Diane Linford will be giving Janice information from the school, Mornie will be giving Janice the board meeting and workshop agenda and Academica will be sending the minutes after they are approved. Other board members will be sending her information as necessary. Janice will speak with Eric and put a link onto the website for the gradebook as well as working with Mac to put the calendar program on from the old website.
- Employee Handbook (Jed Stevenson) – Just a few minor changes / updates were made. In summary:
 - Everywhere there was reference to Academica West, the language was changed to “Management Company”
 - The “at-will” language was updated,
 - Federal law for FMLA was updated.
- Budget Adjustment (Debby Gomberg) – Debby worked with Brad, the controller at Academica West, to get a better understanding of the budget rules. Debby and Jed gave the board a summary of the budget process, and Debby gave the board her recommendations.
- New Hires – Debby introduced the new teachers. They will be posted on the school’s website.
- Debby’s Contract (Monte Poll) – Vacation times and Paid Time Off was discussed for Debby’s contract as well as for teachers’ contracts.
- Teachers’ Benefits – Academica West conducts a yearly review of the benefits program and considers options for new medical benefits plans.