



North Davis Preparatory Academy
BOARD MEETING MINUTES
Wednesday, October 3, 2012

Location: 5-9 Library, 1765 W. Hill Field Rd., Layton, UT 84041

In Attendance: Kristin Elinkowski, Shawn Hart (Student Rep), Debby Gomberg (Principal), Deanna Billings, Jennifer Bazzano, Dawn Kawaguchi (AW), Brad Taylor (AW) and Linda Larsen

Excused: Kathy Thornburg

VISION:

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

PURPOSE:

To instill in our students a love of learning through enjoyable learning experiences, a progressive educational program in core subjects and a bi-literate curriculum, all in a environment of respect, parental involvement, and a strong sense of community.

BOARD MEETING MINUTES

6:08 PM - INTRODUCTORY ITEMS

- ❖ Welcome and Introductions – Kristin Elinkowski
- ❖ Pledge of Allegiance – Kristin Elinkowski
- ❖ Vision – Linda Larsen

REPORTS

❖ **Student Report** – Shawn Hart (9th Grade VP)

- Students have been saying there is a lot of bullying (pushing and shoving) through the halls but he hasn't seen any
- Halloween Dance is in a couple of weeks
- Spirit Week went well

6:11 PM – Shawn was excused at this time

❖ **Principal Report** – Debby Gomberg

- October 1 Count – The final count of students is 1,018 which are nine more than last year. We are still not full in the Jr. High.
- Test Information – Overall end of level testing was slightly lower in LA but slightly higher in math and about the same in science. Debby is still pulling all of the data. We will take the data to see where we think we can improve. We did not get an AYP report this year because they don't have to so we don't know if we made AYP but we most likely did. The state wrote for a waiver from the requirement of "No Child Left Behind". Future testing is going to very difficult to compare in the next few years because it will be different testing due to the common core. It is very hard to have growth in the school when our students already do so well. Debby explained how the SpEd students fit in the school and how it makes it difficult to make improvements. There was a brief discussion on what things we can do to fill the Jr. High such as a satellite school.

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❖ **POET Report** – Deanna Billings

- Fantastic 5K with about 600 people participate. It was a lot of fun.
- Parents are really stepping up with volunteering
- Carnival next week. We are adding a spook alley for the 5th & 6th grade.

❖ **Academica West Report**

- Review 2012-2013 Budget as of August 31, 2012 – Brad will be reporting in Ryan's absence. The budget is based on 1,009 which gives us about nine additional students. We will most likely amend the budget at the next meeting. Brad and Ryan have been meeting regularly with Debby and there are a few items we need to fix. Debby has been spending restricted funds which we will be requesting soon.
- AW Monthly Activities – Brad Taylor
 - ✓ The final audit should be done by the end of the month. There were no audit findings so you had a clean audit. Brad highlighted some of the main items of the audit.
 - ★ Unrestricted Cash Increase of \$298,000
 - ★ PTIF account is gaining about \$500+ a month in interest
 - ✓ Submitted big financial reports (AFR and APR) on October 1st
 - ✓ Transferring phone system from Integra to FirstDigital
 - ✓ We have been working with Debby on UCA
 - ✓ HVAC in Jr. High computer room
 - ✓ Air flow for Tree House in elementary
 - ✓ Bids for carpet replacement in vestibules for both buildings
 - ✓ Bid to raise sidewalk at elementary
 - ✓ Budget amendment coming up for the bond and insurance certifications
 - ✓ Attending mandatory fall finance training which two of the four AW accountants will be teaching classes and the other two will be attending the classes
 - ✓ We filed an extension for the 990's with IRS
 - ✓ Completed all new hire paperwork
 - ✓ New timesheets and absent/PTO tracking
 - ✓ Crista has been working on getting all of our teachers highly qualified. She has really worked hard to get the Spain teachers done in time.

Kristin Elinkowski made a motion to approve the CONSENT ITEMS. Motion passed unanimously.

❖ Ratify New Hires

- Toni Bentley – Jr. High Special Ed. Asst.
- Jennifer Forsyth – Jr. High 5/6 Recess & TA
- James Dooley – Long Term Sub for D. Garcia/C. Esquivias (Ends 10/1/12)
- JaNae Hansen – Long Term Sub for T. Powell (Ends 11/24/12)
- Brooke Flint – Cheer Coach (Stipend Employee)

Debby informed the board that Chantal is back and is doing very well.

- ❖ Approve August 8, 2012 Board Meeting Minutes
- ❖ Approve August 8, 2012 Board Retreat Minutes
- ❖ Approve August 8, 2012 Closed Board Meeting Affidavit
- ❖ Approve September 10, 2012 Work Session Minutes

BUSINESS ITEMS (To Be Voted Upon During Board Meeting)

- ❖ Discuss and Vote on Utah Consolidated Application Plans – Debby briefly went over the Utah Consolidated Application Plans.
 - **Title IA Plan** – All districts receive Title 1 money. Most of this money goes to staff members who do interventions. We also used this money to pay for common core math

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training that the teachers received this summer.

- **Title IIA Plan** – This is for highly qualified teacher and professional development for the teachers. We also use this money to pay for part of Nicole Robinson’s salary for mentoring.
- **Early Childhood Program: K-3 Reading Plan** – This is state money. We pay for staff assistants with this money.
- **Enhancement for At-Risk Students Plan** – This is also state money. We use this for the math consultant’s salary.
- **Accelerated Students Program Plan** – Most of this money goes for Spanish materials.
- **IDEA; including CEIS Plan** – This money is from the state for SpEd. A quarter of Mariam’s salary is paid from this and a quarter from the federal money.

Debby wanted to let the board know that this is a living document which means it will change. Even though we received more money than we thought, they will most likely make budget cuts. However, we won’t know until after the election. **Kristin Elinkowski made a motion to approve the Utah Consolidated Application Plans. Motion passed unanimously.**

- ❖ *Discuss and Vote on NDPA Board Constitution* – Kristin reviewed the constitution one last time to make sure that the board all agrees on the statements. There was a brief discussion on if our immersion program is following our charter. Kristin would like Dawn to put it on the agenda and have it read at every meeting just like the vision. Debby stated that we could probably take off the purpose. **Kristin Elinkowski made a motion to approve the NDPA Board Constitution. Motion passed unanimously.**

OTHER BUSINESS ITEMS (Items for Discussion Only)

- ❖ *Discuss the next steps of our AW evaluation* – Kristin led a discussion on the next steps on how the board would like to evaluate AW. The board decided that they would like the entire board as well as Debby to meet with AW at least once a year in an open forum. They haven’t come up with a tool on how they can evaluate AW. They would like to do the evaluation at the June meeting. The board decided to evaluate AW on compliance, budget and contracted services.
- ❖ Debby informed the board that the new accreditation agency for Utah requires a formal written evaluation of the administrator. Debby is unsure if it is for every year but they require a copy of the administrator’s evaluation when they visit. At some point, the board needs to come up with an evaluation tool. Dawn stated that Kim and Steve can help the board with a principal evaluation.
- ❖ *Calendarizing Items* – Kristin Elinkowski
 - Next Board Meeting – December 5th
 - *Reschedule June 5, 2013 Board Meeting* – We have our 9th grade night on June 5th so Debby is asking the board to reschedule this meeting. There was discussion on what will work for each board member. Rescheduled for June 5th @ 1:00 PM
 - Kristin informed the board that KT’s term will be up this year so keep that in mind. The board would like to discuss this at the next board meeting.

There was no PUBLIC COMMENT.

7:09 PM – Kristin Elinkowski made a motion to ADJOURN. Motion passed unanimously. (Duration 1:00:22)

October Action Items

1. Discuss Administrator Evaluation – **Dawn**
2. Discuss upcoming board vacancies and the succession plan – **Dawn**
3. The board would like Schmitt, Griffith, Smith to come out and report on the audit – **Brad**

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