

North Davis Preparatory Academy
BOARD MEETING MINUTES
Wednesday, October 5, 2011

Location: K-4 Library, 1765 W. Hill Field Rd., Layton, UT 84041



In Attendance: Kristin Elinkowski, Jennifer Bazzano, Dawn Kawaguchi (AW), Trent Brown (AW), Brad Taylor (AW), Kathy Thornburg, Avery Winter (9th Grade Rep), Debby Gomberg (Principal), Kim Valeika and Linda Larsen

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 – Kathy Thornburg

REPORTS

- ❖ Student Report *by Avery Winter*
 - 3rd Spain Meeting was last week
 - 1st Jr. high event of the year was Skate Day at Classic Fun Center
 - Projects to earn money for Spain have started for students
 - We have almost 30 students going to Spain this year
- ❖ Principal Report *by Debby Gomberg*
 - October 1 Count – We budgeted this year for 990 and we have 1,015* students as of October 1st. Debby briefly went over the process of the October 1 audit. This is a very important day for the school because it determines the funding for the year.
 - Accreditation Update – Debby gave a brief update on the accreditation status. The process is like an annual physical. Debby reviewed the steps that she has already done. We will be approving the end statements and core values tonight. We are currently doing an analysis of our current operation and from that we will develop a plan of action. We are right on target as far as the timeline goes. Our accreditation visit will be February 8-9, 2012. Debby would like the board to be there to answer questions.

*Please note that the actual number of students for the October 1 count was 1,009.

- ❖ POET Report *by Kim Valeika*
 - 5K in September was a huge success. We had 560 runners.

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- Book Fair last week and a costume sale for the Weber County Children’s Justice Center raised almost \$1200
- Carnival coming up
- We are working on increasing the volunteer percentage
- Asking the Spanish students to help at the carnival possibly as a criteria for the scholarship recipients

Debby asked Kristen if we could move up the mosaic project business item due to the teachers and students waiting to make their presentation.

BUSINESS ITEMS (To Be Voted Upon During Board Meeting)

Discuss and Vote on the Mosaic Art Project to be displayed on Jr. High Building – The students and the teachers that are working on the mosaic art project made a collaborated presentation. There are roughly 35 students participating in this project. The students are reading Spanish fairy tales and using them as topics for the mosaics. They sketch their ideas then “smash the glass” for their mosaics. They will send their ideas to the Roger Whiting who is the artist that is helping them. The students would like to place the mosaic pieces on the pillars in front entrance of the Jr. High. They stated reasons why they would like this project to be displayed on the Jr. High building. “We want to show our Spanish culture through the mosaics.” This is a way to show that we are the first International Spanish Academy.” “We want to show that we are different.” “This project would separate us from the rest.” “We are showing the community that we do hands on projects.” The pillar art plan is permanent. Ms. Esquivias and Ms. Robinson answered questions the board asked regarding the project such as “How is the climate going to affect the tiles?” “Will the extra weight of the display have an effect on the pillars?” Trent will get with the architect to find out if the project will affect the structure of the pillars. Ms. Esquivias is thinking that they will have a plaque to explain the mosaics and why it was made. The board is concerned with the colors. They do not want anything to bright. Kristin asked the students to call the city to make sure that we can add the mosaic project. Ms. Esquivias is hoping that we can make a lasting relationship with the artist and that way we can possibly get him to come back next year and work with the elementary. Debby explained that fairy tales are a great way to learn the Spanish culture. **Kristin Elinkowski made a motion to approve the Mosaic Art Project to be displayed on Jr. High Building. Motion passed unanimously.**

REPORTS (Cont.)

❖ **Academica West**

- *Review 2011-2012 Budget as of September 15, 2011* – Brad briefly reviewed the budget. The ARRA grant has come to end. We were able to purchase many great things with this federal stimulus money. We have included a Spain section of the budget so that we can track the money better. There was a discussion on the Spain trip.
- *Facilities Update* – Trent updated the board on the BlueSky project. We have made it through the first steps of the process. Next Debby will be doing a phone interview on October 11th @ 2 p.m. Debby briefly reviewed how the solar panels will work. The will award the grants on November 30th. Trent also updated the board on what items our maintenance crew takes care of for NDPA. We are working on integrating a maintenance calendar for routine items that need to be done. We are also working on a five and ten year maintenance plan. Trent also reported he has implemented with the maintenance group monthly safety meetings. Debby reported that we recently had a health inspection and we are happy to report that we did very well.

❖ **Board Report**

- *Review Utah Best Practices Guidance Handbook* – Kristin wanted to review a portion of the handbook put out by the Charter School Board. There was discussion on what the board is responsible for. We will probably be reviewing portions of the handbook at our

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board meetings. These are best practices but Kristin feels we are doing most of these things. Kristin recommended the board taking the online test even though it is not required. Debby stated that the association had a hand in making this handbook a best practice instead of a procedure.

- Board Policies vs. Administration Policies and Procedures – Kristin explained that she and Debby would like the change layout the current board policies. They would like to have two types of policies. One that is board approved policies and the other that is administration policies and procedures. Administration policies and procedures would be the day to day things which don't need to be approved by the board. We won't be updating all policies. We will do it as we make revisions to the existing policies or create new policies. We will also post both types of policies on the website.

Kristin Elinkowski made a motion to approve the CONSENT ITEMS as presented in our packet.

Motion passed unanimously.

- ❖ New Hires
- ❖ Accept 2011-2012 Annual Budget as of September 15, 2011
- ❖ Approve August 3, 2011 Board Meeting Minutes

BUSINESS ITEMS (Cont.)

- ❖ Vote on Final End Statements and Core Values – Debby took the end statements and core values suggestions back to the community council. They were in complete agreement with the board's wording. **Kristin Elinkowski made a motion to approve the final end statements and core values as proposed. Motion passed unanimously.**
- ❖ Vote on Concussion and Head Injury Policy – Debby briefly reviewed the Concussion and Head Injury Policy. This policy is prompted by new state laws. Gabe put together this policy and the administration procedures. Debby explained that she will be looking over her administrative procedures and making those changes. **Kristin Elinkowski made a motion to approve the Concussion and Head Injury Policy as presented. Motion passed unanimously.**
- ❖ Vote on Utah Consolidated Application to include Title IA Plan, Title IIA Plan, Accelerated Students Program Plan, Enhancement for At-Risk Students Plan, Early Childhood Programs: K-3 Reading Achievement Plan, IDEA Plan – The Utah Consolidated Application Plan is many plans consolidated into one document. They are separate plans because they are each a separate funding source. Debby reviewed each area and explained where she is spending the money and why. **Kristin Elinkowski made a motion to approve the Utah Consolidated Application. Motion passed unanimously.**

OTHER BUSINESS ITEMS (Items for Discussion Only)

- ❖ Calendaring Items – Kristin Elinkowski
 - Next Board Meeting – December 7th
 - Schedule Benefits Meeting with Gabe Clark – Academica West on October 18th at 9:00 a.m.

There was no PUBLIC COMMENT.

7:38 PM – Kristin Elinkowski made a motion to ADJOURN. Motion passed unanimously.

(Duration 1:29:34)