

North Davis Preparatory Academy
BOARD MEETING MINUTES
Wednesday, December 7, 2011

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



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

Other Guests: Ken Jeppeson and Joel Gaerte

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

6:00 PM - INTRODUCTORY ITEMS

- ❖ Welcome and Introductions – Kristin Elinkowski
- ❖ Pledge of Allegiance – Kristin Elinkowski
- ❖ Vision – Jennifer Bazzano

REPORTS

- ❖ **Student Report** by *Avery Winter*
 - Finished our first trimester
 - Halloween Dance was a carnival theme
 - Students are preparing for the Polar Plunge on January 21st
 - Last count on students going to Spain was in the high twenties

6:05 p.m. Avery was excused at this time

- ❖ **Audit Report** by *Schmitt, Griffiths, Smith & Co.*
 - Review 2010-2011 Annual Audit Report – Ken Jeppeson (audit partner on the job) gave each board member a copy of a summary report. He briefly reviewed the aspects of their audit. Ken reported that this was a clean audit. He also stated that all of their school audit reports are on the web for the public to view. This last year their state training focused on services organization which is what Academica West does. Ken reported that they feel very comfortable with the processes that AW has in place.

Joel Gaerte was the senior on the job at Academica West. He read from the audit report which is the whole point of an audit which was “In our opinion, the financial statements

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of referred to above present fairly, in all material respects, the financial position of NDPA at the year end.” He stated that this was the best opinion that you can get. Joel briefly reviewed the financials page by page as well as explained how they verified each section. Brad wanted to point out to the board that with the states new UCA system, ARRA funds, etc. more cash was held up at a state level at the end of the year then is normal. Since then all monies have been received.

Ken wanted to disclose that he does have children that attend this school. However, he or his wife does not have family on the board, management at Academica West or administration at the school. There was a brief discussion on conflict of interest.

6:29 p.m. Schmitt, Griffiths, Smith was excused at this time.

❖ **Principal Report** by *Debby Gomberg*

- State Special Ed Audit – We recently had our Special Ed audit. We have one every three years. We do not have the official written audit report. They told us that they never find perfect files. They found three perfect files. They were very impressed that our students all have different IEP goals. They were awed that the students advocate for our own accommodations. This helps the students be empowered. There were a handful of technical procedural items that were not done. It was overall an exceptional positive special educational review.
- Update on Accreditation
 - ✓ Review End Statements (Spanish Goal) – LinguaFolio is a program that we use to rate the students understanding of Spanish. There are five different areas that are rated. They are interpersonal communication, interpretive listening, interpretive reading, presentational writing and presentational speaking. The Spanish teacher collaborated to come up with a Spanish goal. It is “90% of all students in grades 1-4, who have been in the immersion program for two years, will score at the novice medium level on all five areas of the “I Can” schedule of the LinguaFolio.”
 - ✓ Accreditation visit is two days (February 8-9) and they are going to want to take time to visit with the board. It will probably be during a lunch time. Debby will contact the board when she knows the schedule.
 - ✓ Parent Survey for Accreditation – Debby reviewed the parent survey results. The community council (20) came up with three questions. Each member called two parents to get their results. We also conducted a survey for families new to NDPA.
 - ✓ Debby reviewed her plan of finishing up the accreditation process.

❖ **POET Report** by *Kim Valeika*

- We had the Carnival at the end of October and we actually made money this year
- Started a POET Rewards program to reward parents who have been doing their volunteer hours which has been very successful for class performances.
- Started planning for art auction which will be on March 23rd. We are going to call it a “Celebration of Literacy through Art” instead of just Art Auction. We would like to get at least 50 new people to attend. We are eliminating the class basket but we are doing some fun new things.

❖ **Academica West**

- Review 2011-2012 Budget and Amendments as of November 15, 2011 – Brad turn the time over to Ryan. Ryan briefly reviewed the budget as of November 15th. Since we have an additional 19 students, Debby wanted to add the additional money that we will be receiving. Those areas are in utilities, additional fees and dues, additional technology,

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and additional supplies for the common core. Ryan also briefly reviewed the new areas of the budget that they included which are the Art Grant Budget, Spain Trip Budget and Prior Year Rollover and Surplus. The surplus money is being used for board Spain scholarships and facilities maintenance. There was a brief discussion on the refund line item of the Spain budget.

Kristin Elinkowski made a motion to approve the CONSENT ITEMS with an amendment to the minutes to say 1,009 students instead of 1,015. Motion passed unanimously.

- ❖ New Hires
- ❖ Accept 2011-2012 Budget as of November 15, 2011
- ❖ Approve October 5, 2011 Board Meeting Minutes

BUSINESS ITEMS (To Be Voted Upon During Board Meeting)

- ❖ Kristin Elinkowski made a motion to approve the 2011-2012 Amended Budget. Motion passed unanimously.
- ❖ *Vote on Sunrise Exterior Coatings for rock repair in the amount of \$13,700* – Debby stated that they moved forward to fix the mold in the library and when it was finished they realized it was above \$10,000. The invoice has not been paid yet. **Kristin Elinkowski made a motion to approve the Sunrise Exterior Coatings for rock repair in the amount of \$13,700. Motion passed unanimously.**

OTHER BUSINESS ITEMS (Items for Discussion Only)

- ❖ Calendaring Items – Kristin Elinkowski
 - Next Board Meeting – February 1st
 - Accreditation visit on February 8-9
 - Change April 4th meeting to March 28th

There was no PUBLIC COMMENT.

Kristin took a moment to publically thank Debby and present her with a Christmas bonus.

7:24 PM – Kristin Elinkowski made a motion to move into a CLOSED SESSION to discuss an individual's character, professional competence, or physical or mental health. Motion passed unanimously.

7:41PM – Kristin Elinkowski made a motion to ADJOURN. Motion passed unanimously.