



North Davis Preparatory Academy

Board Meeting Minutes

Wednesday, October 7, 2015

Location: Elementary Library, 1765 W. Hill Field Rd., Layton, UT 84041

In Attendance: Necia Wiggins, Monte Poll, Rita Brock, Maggie Arave, Jennifer Bazzano

Others in Attendance: Ryan Robinson, Dawn Kawaguchi, Trent Brown, Brad Taylor, Ryan Arrington, Kim Dohrer (6:21 p.m.)

VISION:

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

BOARD CONSTITUTION:

- We will Govern, not Manage. We will set the direction and goals for the school, but we will not micromanage the day to day administration of the school.
- We will speak with "One Voice". We will recognize that our authority is only valid as a group and not as individuals. We will not use our position on the Board to promote our own personal agendas.
- We will make the Spanish language a key element of our school.
- We will make decisions that will keep NDPA financially stable.
- We will review our Charter before making any dramatic changes to school policy.

MINUTES

6:08PM – INTRODUCTORY ITEMS

- ❖ Welcome and Introductions – Jennifer Bazzano
- ❖ Pledge of Allegiance
- ❖ Vision – Jenn Bazzano
- ❖ Board Constitution – Maggie Arave

There was no PUBLIC COMMENT.

REPORTS

❖ **Academica West**

- Review 2015-2016 Budget as of September 30, 2015 – Ryan Arrington went over the new budget format. This budget is more of a summary type budget – a condensed version of what you've had before. Ryan A. reviewed the budget as of September 30th. We are about 25% through the year's budget. Ryan A. highlighted the food service budget. He explained that there are some onetime expenses here and that the revenue is a few months behind the expenses because it is collected after the fact. Trent gave an overview of the history of the food

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service program. There was discussion on the Title 1 funding. Brad informed the board that they will receive budget information on the 10th of every month. He also stated that they will be presenting an amended budget in December.

❖ **Administration** – Ryan Robinson

• State of the School

- ✓ Retention of Students – Our October 1 count was 1,028. This number will be finalized with the State on Monday. Ryan R. stated that he has already experienced how families are happy with the school.
- ✓ Trust in the School – This area focuses on the POET and the activities/events that they sponsor which helps build a community. The events are very well attended.
- ✓ Student Achievement – The school received a B grade. Ryan R. reviewed the SAGE scores. The school's average was higher than state average. Ryan R. stated that he had professional development with the teachers this week. They discussed sharing data and how to use the data to make improvements without it being about test scores.

• Updated Administrative Policies

- ✓ Arrest Reporting – The Arrest Reporting administrative policy has been updated to include non-employees including board members and parent volunteers. There was discussion on how to inform/train the parent volunteers. Board members can be trained annual at the same time that they have their open meetings training.
- ✓ FERPA – The FERPA administrative policy has been updated to include confidentiality of student information/data including how the school will store it and who has access to it.

❖ **POET** – Necia Wiggins

- Fun Run – Necia stated that until we sell the rest of our t-shirts (which shouldn't be a problem) we will we are running in a deficit. This event is very well received. Although the intent for this event is not organized for a fund raiser, it is for community but it typically does make some money.
- The Carnival has been changed dramatically this year. It has been moved to Black Island Farms. This will not make any money. This is an experiment and we will be getting feedback from the parents.
- We would like to push school rewards this year such as Smith's plus opening a school store. Dawn suggested Target and Amazon.
- The primary expenses for POET have been school events, Teacher Appreciation, Volunteer Appreciation Party at the end of the year, Spain scholarships, money donated to the school, etc.

Jennifer Bazzano made a motion to approve the CONSENT ITEMS. Motion passed unanimously.

❖ Ratify New Hires

- Emily Carter – Cafeteria
- Luz Espinosa – Cafeteria
- Denise Stoker – Cafeteria

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- Jean Clark – Cafeteria
 - Sydne Gerrard – K-4 Recess & SpEd help
 - Gilda McBride – K-4 Recess
 - Sandra Palmer – K-4 Staff Assistant
 - Angel Moraga – Jr. High History
 - Hollie Draney – 1st Grade Teacher (ARL)
- ❖ Approve August 8,2015 Board Meeting Minutes
 - ❖ Approve August 8,2015 Closed Board Meeting Affidavit

6:30 PM – BUSINESS ITEMS (To Be Voted Upon During Board Meeting)

- ❖ Discuss and Vote on Utah Consolidated Application Plan – Ryan Robinson reviewed the UCA plan. This is federal and state money and it is restricted. Kim added that the state money comes in the school’s monthly allotment. Most of this money is used for salaries. There was a discussion on the WPU allotment. Brad reviewed the possibility of ADM coming to charter schools since he is a member of the Charter School Funding Task Force. **Jennifer Bazzano made a motion to the Utah Consolidated Application Plan and Budget. Motion passed unanimously.**
- ❖ Discuss and Vote on Amended Arrest Reporting Policy – Kim briefly reviewed the difference between policies and administrative procedures (policies). There was no further discussion. **Jennifer Bazzano made a motion to the amended Arrest Reporting Policy. Motion passed unanimously.**
- ❖ Discuss and Vote on Amended Building Rental Policy – Kim reviewed the amended Building Rental Policy. This policy was rewritten but the change is that school buildings are now considered “civic centers”. There was discussion on the afterhour’s use of outdoor fields. **Jennifer Bazzano made a motion to the amended Building Rental Policy. Motion passed unanimously.**
- ❖ Discuss and Vote on Civil Rights Policy – Ryan Robinson reviewed the Civil Rights Policy. This is a new policy. Trent added that the there is also a piece added regarding school nutrition. There was discussion on protected classes. **Jennifer Bazzano made a motion to the Civil Rights Policy. Motion passed unanimously.**
- ❖ Discuss and Vote on Political Signs on School Property Policy – Ryan Robinson briefly reviewed the Political Signs on School Property Policy. This policy does not allow political signs on school property. **Jennifer Bazzano made a motion to the Political Signs on School Property Policy. Motion passed unanimously.**

OTHER BUSINESS ITEMS (Items for Discussion Only)

- ❖ Calendaring Items – Jennifer Bazzano
 - Next Board Meeting – December 2nd
 - ✓ Holiday Social

7:25 PM – Jennifer Bazzano made a motion to enter into a CLOSED SESSION to discuss the character, professional competence, or physical or mental health of an individual pursuant to Utah Code 52-4-205(1)(a). The votes were as follows:

Jennifer Bazzano – Aye
Necia Wiggins – Aye
Monte Poll – Aye

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Rita Brock – Aye
Maggie Arave – Aye
Motion passed unanimously.

7:54 PM – Jennifer Bazzano made a motion to leave the CLOSED SESSION & ADJOURN. The votes were as follows:

Necia Wiggins – Aye
Monte Poll – Aye
Rita Brock – Aye
Maggie Arave – Aye
Jennifer Bazzano – Aye
Motion passed unanimously.

October Action Items:

1. Add Arrest Reporting Policy/Procedures to the Registration Packet – **Emily**