



# North Davis Preparatory Academy Board Meeting Minutes Wednesday, October 5, 2016

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

**In Attendance:** Jenn Bazzano, Jennifer Nicholson, Monte Poll, Maggie Arave

**Excused:** Rita Brock

**Others in Attendance:** Trent Brown, Dawn Kawaguchi, Ryan Robinson, Cole Arnold, Kim Dohrer (6:17 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

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### 6:11 PM – INTRODUCTORY ITEMS

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

**There was no PUBLIC COMMENT.**

### REPORTS

#### ❖ Administration

- State of the School – Ryan Robinson
  - ✓ Update on Summer Work – Ryan reported that they replaced some section of fencing for aesthetic purposes and the electronic marquee which is really bright. Cami has taken this over and is doing a very good job. She and Jay (with AW) are on the same page on things so it is going very smooth.

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- ✓ Review Staffing Changes – Ryan reviewed all of the staffing changes. There were quite a few Spaniards that left because their three years are up. Ryan also mentioned that he has a few employees that were hired this year that are on a licensure plan. There was a discussion on the new licensure path that has been passed.
- ✓ Review SAGE Data – The overall grade for the school last year was a C which went down from a B. Ryan stated that it was the math scores that went down. ELA and Science went up. They will be focusing on math this year because coincidentally it's their accreditation year. There was a discussion on why Ryan felt their scores went down in math. Kim explained why the “curve” changed. The state wanted it to be a true curve because there were too many A's and B's.
- ✓ October 1 Count – They came and counted. The final number was 1,017. Kim stated that a couple of the gals at AW found that USBE didn't do what they said they were going to do. Today it was decided that they will take the count from October 3<sup>rd</sup> instead of October 1<sup>st</sup> which was a Sunday.

❖ **Board of Directors**

- Discuss Board Spain Scholarship – Jennifer Bazzano wanted to have a discussion on the board Spain scholarship amount. There was a discussion on ideas on how to expand the scholarship and possible different trips for other grades. The board asked Ryan to get with his teachers and come up with an idea for possibly 7<sup>th</sup> grade. Jenn asked the board to think about increasing the board scholarship amount.

❖ **Academica West**

- Review FY June 2016 Pre-Audit Financial Statements – Cole Arnold reviewed the fiscal year ending June 2016. The PTIF account is at approximately \$1.1 million. There is around the same amount in the general operating account. There was a discussion on how much of these funds are restricted. The food service account has been making money. There was a discussion on options with what can be done with the surplus in the operating account. There was also a discussion on refinancing the bonds with the state credit enhancement. Jenn asked Ryan to put a committee together and to come up with ideas to create a love of learning and then present it to the board. Lastly, Cole pointed out that the amount that is reported to the USBE AFR which is a different number for actual than the audit report.
  - ✓ Possible Transfer to PTIF – Cole stated that the board doesn't have to decide this today. He just wanted to start the discussion. There was a discussion on how liquid this account is.
- Review 2016-2017 Budget as of August 31, 2016 – Cole Arnold reviewed the budget as of August 31<sup>st</sup>. He pointed out that the the percentage of “supplies & materials” is higher than normal because the state has asked them to code computers there instead of “property”. There will be a budget amendment in December that will true up these changes. The rest of the budget is right in line of where it should be.

❖ **POET** – Jennifer Nicholson

- The “Fall Carnival” is next Thursday which will be a Black Island Farms activity. This will be the last year at BIF since they have sold their farm. They have been looking for other options for next year.

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- Our Spirit Night at Moe's was successful but we don't have the numbers back from our night. We will be doing more of these throughout the year.
- The marquee is awesome.

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

- ❖ Ratify New Hires
  - Amber Schlichtmann – 1st Grade Teacher
  - Patricia Spens – 2nd Grade Teacher
  - Vanesa Primo Vidal – 2nd Grade Teacher
  - Maria del Viso Leon – 3rd Grade Teacher
  - Ana Maria Morcillo – 4th Grade Teacher
  - Jose Manuel Escobero – 5th Grade Teacher
  - Maria Luisa Vazquez – Jr. High Spanish
  - Lauren Paskett – Sped Asst. K-4
  - Laura Isanga Sped Asst. K-4
  - Julie Campbell – Sped Asst. K-4
  - Amy Vidmar – Sped Asst. 5-9
  - Eva Salazar – Sped Asst. 5-9
  - Kathleen Minion – Recess K-4
- ❖ Approve June 1, 2016 Board Meeting Minutes
- ❖ Approve June 1, 2016 Closed Session Affidavit
- ❖ Approve June 30, 2016 Electronic Board Meeting
  - Ratify Final Amended 2015-2016 Budget

### **BUSINESS ITEMS (To Be Voted Upon During Board Meeting)**

- ❖ Discuss and Vote on Spain Trip not to exceed \$105,000 – Ryan Robinson reviewed the Spain trip expense. He stated that they are doing a rotation with on who gets to go and who has to go. They will not be doing Barcelona this year. There are some new chaperones going this year. **Jennifer Bazzano made a motion to approve the Spain trip not to exceed \$105,000. Motion passed unanimously.**
- ❖ Discuss and Vote on Utah Consolidated Application Plan – Ryan Robinson asked Kim Dohrer to report on the UCA. Kim reviewed the areas of this plan. There are both state and federal money on this plan. State funding comes in the monthly allotment and the federal money has to be sent in for reimbursement. Most of the funds are going to salaries of teachers who are serving that population. **Jennifer Bazzano made a motion to approve the Utah Consolidated Application Plan. Motion passed unanimously.**

### **OTHER BUSINESS ITEMS (Items for Discussion Only)**

- ❖ Calendaring Items – Jennifer Bazzano
  - Next Board Meeting – December 7<sup>th</sup> starting at 5 p.m.
    - ✓ Holiday Social

**7:48 PM – Jennifer Bazzano made a motion to ADJOURN. Motion passed unanimously.**  
(Duration 1:37:30)

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