



North Davis Preparatory Academy Board Meeting Minutes Wednesday, March 29, 2017

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

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

Others in Attendance: Dawn Kawaguchi, Trent Brown, Ryan Robinson, Jean Britton, Cole Arnold

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

6:13 PM – INTRODUCTORY ITEMS

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

There was no PUBLIC COMMENT.

REPORTS

❖ Administration

- State of the School – Ryan Robinson
 - ✓ Things at the school are good. The UVU Language Fair was last week and we did well. We won first place, and a bunch of second places.
 - ✓ Ryan and Juan Carolos will be attending the ISA Conference on Friday. This is the first conference in over five years. Both Ryan and JC are presenting at the conference. Our next year's Spain teacher requests have been sent into the DLI with the state.
 - ✓ Employee recommitment forms were sent out this week.
 - ✓ Review of Spaniards leaving at the end of the school year.

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- ✓ Ryan gave a brief Spain trip review. They went to a production of the Lion King. “Casajeros “is for the students who don’t go to Spain. In the ten days, the students go about seven different learning excursions that are planned by the teachers. Student who go on the Spain trip have to present to the 7th & 8th graders for a final grade to get them excited to want to go to Spain.

❖ **Academica West**

- Review 2016-2017 Budget as of February 28, 2017 – Cole Arnold reviewed the 2016-2016 budget as of February 28th. Notable items are cash balance and PTIF balance. Cole also went over the annual S&P call that was last week. There is a surplus in the food service budget that will need to be spent before the end of the year. Legislature changes that are positive for charter schools are increases in both the WPU and the local replacement. AW is working on a DSD compensation comparison with NDPA for Ryan. Cole and Ryan will be starting to work on the next year’s budget.

❖ **POET – Jennifer Nicholson**

- Art Auction was a success. Final numbers aren’t in yet but looks like we did a little better than last year. We had less baskets this year. There were a whole new set of families this year. They advertised more this year. Planning for next year includes ticket sales at the beginning of the school year so that people can plan. The venue is already booked.
- Field Day coming up.
- Jennifer has been busy getting things in order. We are trying to get a co-chair for every activity/event next year. The bylaws have been worked out with this one-time 2-year president term for Diana.
- All board positions have been worked out and filled

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

❖ **Ratify New Hires**

- Ixel Moreno Argueta – Part-time Cafeteria
- Karen Pace – Part-time Cafeteria

❖ **Approve February 1, 2017 Board Meeting Minutes**

BUSINESS ITEMS (To Be Voted Upon During Board Meeting)

- ❖ Discuss and Vote on 2017-2018 School LAND Trust Plan – Ryan Robinson stated that Jean has taken the lead on the LAND trust and has asked her to present the plan. Jean Britton stated that a couple of years ago they decided to change the area of focus to technology. She reviewed the 2017-2018 goals, measurements and action plans. Last year, the funds went to ETS services but this year it was changed to go towards Cami’s salary since she does the IT and runs the computer lab. The rest of the money goes to technology (computers, etc.). It is much easier to track equipment and Cami’s time instead of professional development. There was discussion on the SAGE being a measure. **Jennifer Bazzano made a motion to approve the 2017-2018 School LAND Trust Plan. Motion passed unanimously.** Jean told the board that she will be sending out an email to each of the board members tonight which will acknowledge their approval of the plan. She asked that they complete it by this Friday. *Jean Britton was excused at 6:48 p.m.*

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- ❖ Discuss and Vote on Home School Student Participation in U-PASS Policy – Ryan Robinson reviewed the Home School Student Participation in U-PASS Policy. Item to note is that this policy requires a 30-day notice and the student’s parent needs to be in the building. Ryan doesn’t think that many home school students will be taking advantage of this. **Jennifer Bazzano made a motion to approve the Home School Student Participation in U-PASS Policy. Motion passed unanimously.**
- ❖ Discuss and Vote on Technology Purchase not to exceed \$85,000 – Ryan Robinson stated they have a little bit of surplus. Part of the purchases will be replacing the 4-year technology rotation. There is also some back end hardware equipment that are outdated the majority of the purchase will be going to that. Ryan mentioned that the total purchase is actually \$98,000 instead of \$85,000. **Jennifer Bazzano made a motion to approve the Technology Purchase not to exceed \$98,000. Motion passed unanimously.**
- ❖ Discuss and Vote on ETS Phone 3-Year Agreement – Ryan Robinson reviewed the ETS phone 3-year agreement. The original phone system was bought used and it has been very hard to replace parts in the last few years. This new system will reside on the school’s system but back up and ran by ETS. There was a discussion on who decides what needs to be purchased. Ryan added that this system allows you to use your cell phone but it will show the call coming from the school. **Jennifer Bazzano made a motion to approve the ETS Phone 3-Year Agreement. Motion passed unanimously.**

OTHER BUSINESS ITEMS (Items for Discussion Only)

- ❖ **Calendaring Items – Jennifer Bazzano**
 - Electronic Board Meeting – May 3rd (if needed)
 - Next Board Meeting – June 7th
 - UAPCS Conference (Layton) – June 6-7
 - ✓ Early Bird Registration – Ends May 12th

7:09 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:

**Monte Poll – Aye
Rita Brock – Aye
Jennifer Nicholson – Aye
Maggie Arave – Aye
Jennifer Bazzano – Aye**

Motion passed unanimously.

7:33 PM – Jennifer Bazzano made a motion to exit the CLOSED SESSION and ADJOURN. The votes were as follows:

**Monte Poll – Aye
Rita Brock – Aye
Jennifer Nicholson – Aye
Maggie Arave – Aye
Jennifer Bazzano – Aye**

Motion passed unanimously.

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