

# North Davis Preparatory Academy

## Board Meeting Minutes

### Wednesday, August 5, 2020

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



**NOTE:** It is possible that the NDPA Board of Directors may be utilizing an electronic meeting component with one or more of their members.

**In Attendance:** Monte Poll, Maggie Arave, Rita Brock (via Zoom), Dale Pfister, Clint Heiner

**Others in Attendance:** Dawn Kawaguchi, Ryan Robinson, Trent Brown, Cole Arnold (via Zoom)

#### 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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### 6:13 PM – INTRODUCTORY ITEMS

- Welcome and Introductions – Monte Poll
- Pledge of Allegiance – Maggie
- School Vision – Dale
- Board Constitution – Clint

Monte shared with the board that he was on a call with S&P along with Ryan, Trent and Cole. One of the comments that were made was about their assessment scores and Ryan did a fantastic job telling the S&P folks how they have made Spanish a key element of our school and it's just one measure of our students. There was a discussion on how there are many other great things going on at the school such as 90% of our students are passing the AP Spanish test.

**There was no PUBLIC COMMENT.**

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## REPORTS

### ➤ Administration

- State of the School – Ryan Robinson gave an overview of what he and the administration team have been doing all summer long due to requirements by the state. They have also met with staff several times throughout the summer as well.
  - ✓ Review Reopening Plan including Online – We have 183 students signed up for our online class. We had to increase our online teaching staff to four. Ryan reviewed his current plan with the changes in teachers. Our enrollment is still pretty healthy, but we know we are going to lose some families due to convenience. Ryan reviewed the plan for Back to School Night. He also reviewed how the students will be doing “virtual online” days for students in both elementary and jr. high. Ryan also went over how the distance learning students will be getting their DLI.
  - ✓ Updated Student Conduct & Discipline ADMIN Procedures
    - ★ NEW Section 3.7: Possession or Use of Electronic Cigarette Products (*State law has changed to require new provisions to the Student Conduct & Discipline Policy concerning discipline for student use or possession of electronic cigarette products*)

### ➤ Board of Directors

- Financial Review – Clint Heiner stated that there isn’t anything significant to report on with the financials because July there isn’t much. However, wages are still being paid to employees and we are at the end of the year cycle for the prior year. There haven’t been any significant purchases. Clint hasn’t been trained on IntAcct but is scheduled to do that with Cole. Clint reviewed some of the future purchases. AW and Monte have been working on the building refinance. They have met with the bank that will likely purchase the bonds. The bank is working on a former purchase offer for this. AW is working with David to complete all of the due diligence as it relates to the building refinance. And that is it...mic drop...

**Monte Poll made a motion to approve the CONSENT ITEMS. Motion passed unanimously.**

- July 22, 2020 Electronic Board Meeting Minutes

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

- Discuss and Vote on Amended Civil Rights Policy – Trent Brown reviewed the amended Civil Rights Policy. New federal regulations for Title IX require amendments to the Civil Rights Policy. Title IX of the federal Civil Rights Act prohibits discrimination on the basis of sex in education programs that receive federal funding. **Monte Poll made a motion to approve the amended Civil Rights Policy. Motion passed unanimously.**
- Discuss and Vote on Amended Fee Waiver Policy – Trent Brown reviewed the amended Fee Waiver Policy. These changes are revising and adding definitions of different kinds of items and activities that will help in administering the policy and determining what fee can and cannot be charged. **Monte Poll made a motion to approve the amended Fee Waiver Policy. Motion passed unanimously.** Ryan updated the board on fees. They are

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not being collected due to COVID. They have notified parents with a “subject to change based on participation”.

- *Discuss and Vote on LEA-Specific Educator License Policy* – Ryan Robinson review the LEA-Specific Educator License Policy. There used to be several ways for teachers to get licensing through non-traditional sources. This has been consolidated and now there are just three levels of licensing, but they are putting a lot more responsibility onto the schools as far as carrying out the education. The board has to approve the employee for this path first and then apply for the specific educator license with USBE. This route for an individual does put more of the responsibility on the school and the license is only valid at NDPA. There was a discussion on how many years you should request, Spanish teachers, and validity for only NDPA. **Monte Poll made a motion to approve the LEA-Specific Educator License Policy. Motion passed unanimously.**
- *Discuss and Vote on Board LEA-Specific Educator Licenses* – There was no further questions. **Monte Poll made a motion to approve LEA-Specific Educator Licenses for Ana Anthony (Elementary Ed) and Eva Salazar (SpEd teacher) for three years. Motion passed unanimously.**
- *Discuss and Vote on Technology Purchase* – Ryan Robinson stated that we have submitted a grant to increase our wi-fi capabilities. We just have to commit to spend the money and if it gets approved we can move forward and purchase the access points but it will be fully reimbursed. If it doesn't get approve, we are not obligated to make the purchase. This would be the top of the line access points as well as extend out to the parking lot and playground. **Monte Poll made a motion to approve the Technology purchase not to exceed \$25,000. Motion passed unanimously.**
- *Discuss and Vote on Online Curriculum Contract & Rate Sheet* – Ryan Robinson reviewed the online curriculum which he talked about in his principal's report. This will cover the entire school for this year. The sales rep has been very easy to work with and this would cover us if we had to go to schoolwide distance learning. We are encouraging our “in classroom” teachers to use the program on their distance learning days so that students and teachers can be familiar with this in case we do have another closure. This is a Pearson product which is a good curriculum. **Monte Poll made a motion to approve Savvas Learning online curriculum 1-yr subscription not to exceed \$100,000. Motion passed unanimously.**
- *Discuss and Vote on GPS Air Ionization Purchase & Installation* – Ryan Robinson stated that we have made a lot of changes to step up our cleaning and PPE. This would be the next step of helping protect against the spread of germs. The board would like more information on this product. They appointed a committee (Dale and Clint) to work with Ammon to get more information on this to get a better idea on how much it is going to cost and upkeep. Information should be ready to be presented to the full board by September 15<sup>th</sup>. Monte asked Dawn to put this in the October board meeting for another vote. **Monte Poll made a motion to table the Bipolar Ionization Air Purifying System issue that has come up in front of us until further notice. Motion passed unanimously.**

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

- **Calendaring Items – Monte Poll**

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- October PreBoard Meeting – September 22<sup>nd</sup> @ 1 p.m.
- Next Meeting – October 7, 2020

**7:47 PM – Monte Poll 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) located in the elementary library. The votes were as follows:**

**Monte Poll – Aye**

**Maggie Arave – Aye**

**Clint Heiner – Aye**

**Rita Brock – Aye**

**Dale Pfister – Aye**

**Motion passed unanimously.**

**8:13 PM – Monte Poll made a motion to exit the CLOSED SESSION and ADJOURN. Motion passed unanimously.**

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