

North Davis Preparatory Academy

Board Meeting Minutes

Wednesday, August 4, 2021

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

In Attendance: Maggie Arave, Rita Brock, Dale Pfister

Excused: Monte Poll, Clint Heiner

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



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 Roll Call – Maggie Arave
- Pledge of Allegiance
- School Vision – Rita
- Board Constitution – Dale

There was no PUBLIC COMMENT.

REPORTS

➤ **Administration**

- State of the School – Ryan Robinson
 - ✓ **Student Achievement** – Ryan reviewed the AP Spanish test scores. A five is the highest you can receive and a 3 is passing. 33 students took the test and only 3 students didn't pass. One student transferred out of the school before the 1st semester. Ryan reminded the board that this class started with 9 students and is now a full class. All students 9-12 take the same test. This data is evidence that we are making Spanish a key element of our school.

✓ **Trust in School**

★ Review New Hires – Ryan will send out a list of the new hires.

★ Spain Teachers – All of our Spain teachers are going to be here.

⌘ *Arrival Process* – Ryan reviewed the passport and travel process with the Spanish embassy. Our teachers' interviews weren't scheduled until April. All of our teachers' interviews were pushed up due to the type of visas they required to teach in the US. Jose Manual is coming back.

⌘ *Housing Crisis* – Ryan reviewed the process of what happens with each Spaniard once they arrive here and what a person needs to rent an apartment. There are no apartments available in the area. Due to the shortage of places to stay, the school has decided to put them up in a hotel for two nights once they arrive.

✓ **Retention of Students** around 1,025

✓ **Compliance**

★ Updated Attendance Administrative Procedures – Definitions were updated on what qualifies for a “valid excuse” which now includes mental illness.

CONSENT ITEMS

- June 25, 2021 Annual Board Meeting Minutes – There was no further discussion.
- June 25, 2021 Closed Session Affidavit – There was no further discussion. **Maggie Arave made a motion to approve the consent items. The votes were as follows:**

Maggie Arave – Aye

Dale Pfister – Aye

Rita Brock – Aye

Motion passed unanimously.

BUSINESS ITEMS (To Be Voted Upon During Board Meeting)

- 2021-2022 Early Learning Plan – Ryan Robinson stated that about three years ago the state came out with an Early Literacy Plan focusing on grades k-3 because it was an overall state concern. This year they have added math to the plan and now call it the Early Learning Plan. He reviewed the Early Learning Plan. They did not apply for the Professional Learning part. This year we only had to provide our math curriculum. **Maggie Arave made a motion to approve the 2021-2022 Early Learning Plan. The votes were as follows:**

Maggie Arave – Aye

Dale Pfister – Aye

Rita Brock – Aye

Motion passed unanimously.

- Technology (Server Upgrade) Purchase – Ryan Robinson stated that this is for improvements of a server upgrade. We will be increasing our internet usage this year due to our Jr. high students all getting computers. There is also another purchase from the same vendor for a projector and Apple TV. **Maggie Arave made a motion to approve the**

technology purchase for the server upgrade not to exceed \$30,000. The votes were as follows:

Maggie Arave – Aye

Dale Pfister – Aye

Rita Brock – Aye

Motion passed unanimously.

- *Kitchen Equipment Purchase* – Ryan Robinson stated that a few years ago we started providing our own lunch instead of using DSD in which we outfitted our kitchen for this change. It is now time to replace our kitchen equipment plus we are going to start serving breakfast. LaRetta has her own food service budget and this purchase will fit in her budget. She is currently getting bids for the equipment. There was a discussion on the federal lunch program that is currently feeding all students for free (last year and this current year) and how they will be required to serve breakfast in a couple of years. All money collected for lunch must be spent on the lunch program. **Maggie Arave made a motion to approve the kitchen equipment purchase not to exceed \$130,000. The votes were as follows:**

Maggie Arave – Aye

Dale Pfister – Aye

Rita Brock – Aye

Motion passed unanimously.

- *Amended Continuing Enrollment Policy* – Ryan Robinson asked Dawn to review this item. Dawn reviewed the renamed policy Learner Validated Program Policy. Most of changes here are due to the name change. There was a discussion on Ryan’s plan if we do have to go to online learning and what the plan is for this year. Ryan will be sending out a letter before school starts. **Maggie Arave made a motion to rename the Continuing Enrollment Policy to the Learner Validated Program Policy and approve the Learner Validated Program Policy. The votes were as follows:**

Maggie Arave – Aye

Dale Pfister – Aye

Rita Brock – Aye

Motion passed unanimously.

- *Sex Education/Maturation Curriculum* – Ryan Robinson stated that we use the same state approved curriculum. There is a link provided in the board packet to view the curriculum. Nothing has changed from last year. **Maggie Arave made a motion to approve the sex education instruction and maturation education curriculum as presented. The votes were as follows:**

Maggie Arave – Aye

Dale Pfister – Aye

Rita Brock – Aye

Motion passed unanimously.

- *Amended Staff Grievance Policy* – Ryan Robinson reminded the board that at the last meeting Clint suggested that it might be beneficial to the staff if there was a mutually agreed upon third party at the meeting with the principal. We have added that to this change to the policy. **Maggie Arave made a motion to approve the amended Staff Grievance Policy. The votes were as follows:**

Maggie Arave – Aye

Dale Pfister – Aye

Rita Brock – Aye
Motion passed unanimously.

OTHER BUSINESS ITEMS (Items for Discussion Only)

➤ **Calendaring Items – Maggie Arave**

- Schedule Electronic Board Meeting to approve ESSER III Application – Scheduled for September 1st @ 10:30 a.m. Dale will not be available for this meeting. Dawn will send out calendar invites.
- Next PreBoard Meeting – September 21st @ 1 p.m.
- Next Meeting – October 6th (Ryan will not be here for this meeting but Ammon or Tonya will be)
- NCSC22 Washington DC June 19-22

7:15 PM – Maggie Arave made a motion to ADJOURN. The votes were as follows:

Maggie Arave – Aye

Dale Pfister – Aye

Rita Brock – Aye

Motion passed unanimously.