

# North Davis Preparatory Academy

## Board Meeting Minutes

### Wednesday, March 30, 2022

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

**In Attendance:** Monte Poll, Dale Pfister, Clint Heiner, Rita Brock

**Excused:** Maggie Arave

**Others in Attendance:** Dawn Kawaguchi, Trent Brown, Cole Arnold, Tonya Andiarena, Misty Smith, Charlie Starks



#### 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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### 6:04 PM – INTRODUCTORY ITEMS

- Welcome and Roll Call – Monte Poll
- Pledge of Allegiance – Dale
- School Vision – Rita
- Board Constitution – Clint

**There was no PUBLIC COMMENT.** This was the 3<sup>rd</sup> public comment period of the 2022-2023 School Fee Schedule. The Fee Waiver Policy was approved at the last meeting.

### REPORTS

- **Administration**
  - State of the School
    - ✓ **Student Achievement/Trust in the School/Retention of Students** – Charlie Starks is a 9<sup>th</sup> grader that gave a report on his trip to Spain. Some of the cities he visited were Madrid, Toledo, Sivil, and Maria. They went to the Prado, bought swords in Toledo, went to a gladiator ring and watched a flamenco dance. Charlie is also taking the AP test this year and will go

on to the bridge program. It was a great experience and he recommends to any student to attend if you have the chance.

✓ **Budget/Compliance**

★ Review of Accreditation – Tonya reported that they received positive feedback from the accreditation team, but they haven't received the final report yet. NDPA was the first ISA/dual immersion school that the accreditation group had reviewed. Tonya reviewed some of the things that they went over by showing the Board the slide show they presented to the accreditation team including the noteworthy experiences, student achievement, Science in Action, assessment scores, evidence of feedback, fun activities, enrollment numbers, Spain information, and 9<sup>th</sup> grade video (Spain trip and Caseros trip). Tonya stated that most of the information was from 2018-2019 pre-COVID data.

★ Equipment Acquired with Federal Funds Administrative Procedures – Cole stated that with the ESSR funds there are restrictions on what type of things we can purchase and it must be tracked and monitored. He reviewed the new Equipment Acquired with the Federal Funds Admin. Procedures.

➤ **Board of Directors**

- Financial Review – Clint Heiner met with Cole and there wasn't anything alarming that he saw. Cole reviewed the statement of financial position and the statement of activities as of February 28, 2022. Some of the highlights are that the revenues are up from last year, we've received more food service money than we projected, we've hired more teachers than expected and we've had more substitute teachers than normal.

➤ **Administration (Cont.)**

- State of the School (Cont.)

✓ **Budget/Compliance (Cont.)**

★ Amended Procurement, Purchasing & Disbursement Administrative Procedures – Trent reviewed the updated Procurement, Purchasing, & Disbursement Admin Procedures.

★ 2021-2022 SLT End of the Year Report – Cole stated that the final report has been submitted for the prior year.

**CONSENT ITEMS**

- February 2, 2022 Board Meeting Minutes – There was no further discussion. **Monte Poll made a motion to approve the consent items. The votes were as follows:**

**Monte Poll – Aye**

**Clint Heiner – Aye**

**Rita Brock – Aye**

**Dale Pfister – Aye**

**Motion passed unanimously.**

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

- 2022-2023 School Fee Schedule – Clint had a question about the changes were discussed last meeting. Tonya stated that Ryan & Ammon met with Platte and got a little further clarification on what is a fee and what isn't a fee and that's why they settled on \$30. Dawn added that legislative session was still going on when the board decided to table the fee schedule because there was some big discussion on fees. Now that session is over Platte looked everything over and made minimal changes. **Monte Poll made a motion to approve the 2022-2023 School Fee Schedule. The votes were as follows:**

**Monte Poll – Aye  
Clint Heiner – Aye  
Rita Brock – Aye  
Dale Pfister – Aye**

**Motion passed unanimously.**

- 2022-2023 School LAND Trust Plan – There was no further discussion. **Monte Poll made a motion to approve the 2022-2023 School LAND Trust Plan. The votes were as follows:**

**Monte Poll – Aye  
Clint Heiner – Aye  
Rita Brock – Aye  
Dale Pfister – Aye**

**Motion passed unanimously.**

- Positive Behavior Plan – There was no further discussion. **Monte Poll made a motion to approve the School's Positive Behavior Plan. The votes were as follows:**

**Monte Poll – Aye  
Clint Heiner – Aye  
Rita Brock – Aye  
Dale Pfister – Aye**

**Motion passed unanimously.**

- Amended LEA-Specific Educator License Policy – There was no further discussion. **Monte Poll made a motion to approve the amended LEA-Specific Educator License Policy. The votes were as follows:**

**Monte Poll – Aye  
Clint Heiner – Aye  
Rita Brock – Aye  
Dale Pfister – Aye**

**Motion passed unanimously.**

- Annual Landscaping Services Renewal – Monte asked about the one price line that shows a decrease and if it was a typo. Dawn stated that it wasn't. It did indeed go down. Dale added that the Davis Weber water has new restriction this year. There was a discussion regarding the administration talking to Extreme Green to renegotiate how often the mowing takes place since they won't be watering as often if there's no need to mow it. **Monte Poll made a motion to approve Extreme Green's lawn care rates sheet for both the Elementary and Jr. High as presented. The votes were as follows:**

**Monte Poll – Aye  
Clint Heiner – Aye  
Rita Brock – Aye**

**Dale Pfister – Aye**

**Motion passed unanimously.**

- LEA-Specific Educator License – There was no further discussion. **Monte Poll made a motion to approve the request for an LEA-specific educator license for Nathan “Wade” Perkes for a secondary license with a social studies composite endorsement for a period of 3 years. The votes were as follows:**

**Monte Poll – Aye**

**Clint Heiner – Aye**

**Rita Brock – Aye**

**Dale Pfister – Aye**

**Motion passed unanimously.**

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

- Calendar Items – Monte Poll

- Art Auction – April 22<sup>nd</sup> from 5:30-8:00 p.m.
- Electronic Board Meeting – May 4<sup>th</sup> (if needed)
- Next PreBoard Meeting – May 17<sup>th</sup> @ 1 p.m.
- Annual Board Meeting – June 1<sup>st</sup>
- NCSC22 Washington DC June 19-22 – There was a discussion on the details for the National Conference.

**6:52 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 roll call votes were as follows:**

**Monte Poll – Aye**

**Rita Brock – Aye**

**Clint Heiner – Aye**

**Dale Pfister – Aye**

**Motion passed unanimously.**

**7:14 PM – Monte Poll made a motion to exit CLOSED SESSION and ADJOURN. The votes were as follows:**

**Monte Poll – Aye**

**Dale Pfister – Aye**

**Clint Heiner – Aye**

**Rita Brock – Aye**

**Motion passed unanimously.**

**North Davis Preparatory Academy  
Board of Directors  
Closed Session Statement  
Wednesday, March 30, 2022**

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



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**CLOSED SESSION SWORN STATEMENT:**

*At a duly noticed public meeting held on the date listed above, the board of directors for **NORTH DAVIS PREPARATORY ACADEMY** entered into a closed session for the sole purpose of discussing the character, professional competence, or physical or mental health of an individual in accordance with Utah Code Ann. 52-4-2(1)(a).*

I declare under criminal penalty under the law of Utah that the foregoing is true and correct.

Signed on the 30th day of March, 2022, at **Layton, Utah**.

  
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**Monte Poll**  
*Board Chair*