

**Regular Board Meeting of the Corporation**  
**Monday, November 23, 2009**  
**5:37 p.m.**

**Northland Preparatory Academy**  
**3300 East Sparrow Avenue**  
**Flagstaff, AZ 86004**

## **Minutes**

### **1. CALL TO ORDER AND ROLL Call**

<b>X</b>	Brent Burch	<b>X</b>	Lyndel Manson
<b>X</b>	Peggy Harkness	<b>X</b>	Paula Rand
<b>X</b>	Bob Lombardi (Superintendent)	<b>X</b>	Mark Lansiedel
	Ramona Mellott	<b>X</b>	Darren Chaote
<b>X</b>	MaRiane Alva		

**\*\* Meeting began at 5:34 PM with quorum requirement met (8 members present)**

#### **Others in attendance**

Steve Danner, Toni Post, Karen Durazo, Gretchen Gee, Chris Linskey, Diane Stearns, Matt Kessler, Christine Ameduri, Kirsten Mueller Page, Kurt Mueller, Paula Brunswick, Lynn Burch, Kathy Peretti, Chris Kalinich, Tim Whiteside, Chris Lofquist, Cori Perkins, Michael Manson, Jon Mrkonich, Mark Crandall, Blasé Scarnati, Eric Ridley, Gary Pearlmutter, John Kalinich, and Sheri Bain.

### **2. Pledge of Allegiance.**

### **3. Call to the public.**

Prior to the call to the public, A Discussion was held regarding the possible expansion of enrollment and land acquisition.

Mr. Danner gave an overview of NPA core values and the increased enrollment of 40 students per year over four years to a total of 520 student enrollment and how this might affect the program offerings. This may allow for more future elective program choices and addition to extracurricular programs. He spoke of current enrollment and future enrollment projections and an increased demand of the Flagstaff community that NPA currently cannot meet. He outlined the result of a recent survey that was mailed to the parents in the last month. In general, the results showed that the parents are informed about the expansion and that they support the idea of an expansion as well as trust the board and administration of NPA to lead.

Paula Rand explained to the public that the expansion possibly includes land acquisition, changing the charter, and building additional classrooms.

Tim Whiteside (Architect with Johnson-Walzer) presented a parking space analysis amortized over several years ([attached](#)). In addition, he presented several site plans, improvement sketches and a possible cost analysis.

He explained using modulars versus stick frame built improvements. Several questions were posed by Board members, and an insightful discussion ensued regarding parking, stick vs. modulars and numbers of classrooms.

John Kalinich (NPA Finance committee member) presented a cost analysis for stick frame built improvements versus using modulars. He addressed lending and using increased dollars from additional enrollment proceeds for expansion.

**Public input:**

- 1) Ann Vonesh presented a pro expansion view. Believes that NPA culture will remain, and is excited about additional AP courses and sports programs.
- 2) Mary Elin Jenkins submitted a written statement concerned about financial aspects but loves the idea of sports accommodations on campus such as a swimming pool and/or soccer field.
- 3) Chris Lofquist is grateful for the information mailed to the parents about the expansion. Wanted to know if the Board discussed the downside of expansion and what the faculty response was. She also inquired about the experience of the contractors.

Paula Rand discussed Chris Lofquist' questions and further discussion was held regarding the expansion process and the logistics. Some discussion points were using just modulars and not purchasing the property next door, number of classrooms, financials and parking.

**4. Superintendent's report – Bob Lombardi**

Detailed report is **attached**. Highlights include: state funding is up to date, portables arrived and are being installed and will need city and Fire Marshall inspection. Two donations were made by families for furnishings, the chem lab fume hood needs another installation estimate, BCBS was given a new employee profile and the premium rate only increased 4.5%, there were some unwanted guest on campus, issues resolved, CEC offered a \$2000.00 donation for window coverings for the glass block in

the gym, expansion survey and the Optimist Club honored an NPA student.

#### **5. Principal's Report – Toni Post**

Gave a brief editorial about NPA's history and how NPA actually developed into what it is today. Report is [attached](#).

#### **6. Committee Reports**

##### **1. Bylaws and Policies**

Two changes have been made to the Bylaws to make them conform with current practices and new policies. In section "Professional /Support Staff Sick Leave" language will be added regarding unused sick days and reimbursement for unused accrued sick days. In section "Professional/ Support Staff Personal/Emergency / religious Leave" current language will be replaced by language indicating unused personal days will be converted to sick leave in the following year.

##### **2. Community Enrichment**

Proposed to sell "Arnie D" mugs as fundraisers, NPA pens delivered to faculty and admission staff. Plan teacher appreciation and addressed gym curtain needs.

##### **3. Finance**

Reports for October 2009 were reviewed in detail by Lyndel Manson and are [attached](#). Cash flow for October was positive. Concerns are unstable state funding. However, state budget cuts appear to be largely in areas that Charter Schools do not receive state funds. Budget vs. actual in teachers salary column has to be corrected.

**Motion to approve October financial reports was made by Lyndel Manson and seconded by Brent Burch. Motion was unanimously approved by the seven members present.**

#### **4. Fundraising**

Brent Burch reported that the fundraising committee has mailed out the tax credit forms with a potential receipt date of December 1, 2009. Unrestricted donations are down this year.

#### **5. Strategic Planning**

Strategic Planning Committee is rolled into the Expansion Committee.

#### **7. Action Item**

**Motion to approve attached Board Minutes for October was made by Paula Rand and seconded by Lyndel Manson. Motion was unanimously approved by the seven members present**

## **8. Discussion and possible Action Items**

Ongoing discussion about expansion: next steps.

1. Financial feasibility, Michael Manson's company can provide financing for portables. Consider leasing or lease purchase portables, to expense out investment rather than upfront capitalization. Michael Manson suggests Board comes up with comprehensive plan to proceed and pay off potential loan within 9 years.
2. Portables are not ideal but are within reach financially, may be replaced at a later time by stick frame built improvements.
3. Board needs to express concerns, the expansion Committee can meet and discuss more information with the Board.
4. Establish working group (expansion group) proposed members are Mark Landsiedel, John Kalinich, Bud Woodruff, and Bob Lombardi.
5. Ongoing discussion about Board members opinion about expansion, all Board members are in favor of expansion concerns are financial, cultural environment, parking, need for purchasing adjacent property.
6. Cost \$2M + for stick built improvements and about \$900K for portables, for 8 classrooms of about 480 sq.ft. each, not including adjacent property acquisition.

## **9. Discussion Items:**

Brent Burch explained to potential candidates the open Board position.

1. Eleven applicants made their presentations
2. Election for new Board member will be held at the next Board meeting on December 14, 2009 (term ending August, 2011)
3. What did we achieve tonight that could benefit NPA and our student?  
Progress on expansion  
Financial Stability  
Possibly new Board member

## **10. Future Agenda Items**

Obtain more information on expansion  
Make decision on expansion scenario  
Investigate financing  
Create expansion timeline

Create comprehensive expansion plan  
Elect new Board member  
Superintendent evaluation

**11. Adjournment**

**There was a move to adjourn. Motion was made by Lyndel  
Manson and seconded by Brent Burch. Meeting ended at 9:40 PM.  
Next meeting is at 5:30 PM on December 14, 2009.**