Regular Board Meeting of the Corporation	Northland Preparatory Academy
Monday August 17, 2009 5:40 p.m.	3300 East Sparrow Avenue Flagstaff, AZ 86004

Draft Minutes

1.Call to Order and Roll Call

X	Brent Burch	X	Lyndel Manson
X	Peggy Harkness (new member)	X	Paula Rand
X	Bob Lombardi (Superintendent)	X	Heidi Wayment
X	Ramona Mellott (left at 7:50 p.m.)		Mark Landsiedel
X	Mariane Alva (6:00 p.m. onwards)	x	Darren Chaote (new member)

**Meeting began at 5:40 p.m. with quorum requirement met (7 members present) at the time meeting began.

Others in Attendance
Marianne Alva, Michael Manson, Michelle Roberts, Steve Danner, and Toni Post

1. Pledge of Allegiance

2. Call to the Public

There were to calls to the public. Marianne Alva spoke about her interest in applying to the vacant position on the NPA Governing Board.

3. Elections to Vacant (R. Cupp) Board position (will serve Aug 2009 – Aug 2011)

There was one name on the ballot, Michelle Gray. Michelle Gray informed Brent Burch, Chair of the Nominations committee that she was withdrawing her name from the slate of candidates due to numerous other commitments. There was one self-nomination from the floor, Marianne Alva who gave a 3 minute presentation on her interest in the vacant board position. In addition, board members had a chance to review her application which she had completed the week prior to the election. An election was conducted and results follow (ballots attached):

	Marianne Alva
Brent Burch	X
Peggy Harkness	X

Darren Choate	X
Lyndel Manson	X
Paula Rand	X
Ramona Mellott	X
Mark Landsiedel	
Heidi Wayment	X

Board Elections results indicate that Marianne Alva was unanimously elected to the board to fulfill the open seat vacated by Randon Cupp. The term is for the remainder of his term (2009-2011). Term began immediately following elections.

4. **Election Officers of the Board: Chairperson, Vice-Chairperson, Secretary, and Treasurer**
   a. **Chairperson: A motion was made by Lyndel Manson and seconded by Heidi Wayment to nominate Paula Rand for Board Chairperson. Motion was unanimously approved by eight members present.**
   b. **Vice-Chairperson: A motion was made by Ramona Mellott and seconded by Heidi Wayment to nominate Mark Landsiedel for Board Vice-Chairperson. Motion was unanimously approved by eight members present.**
   c. **Secretary: A motion was made by Brent Burch and seconded by Lyndel Manson to nominate Ramona Mellott for Secretary. Motion was unanimously approved by eight members present**
   d. **Treasurer: A motion was made by Paula Rand and seconded by Heidi Wayment to nominate Lyndel Manson for Treasurer. Motion was unanimously approved by eight members present**

6. **Superintendent's Report-Bob Lombardi**

   Detailed report is attached**.** Highlights include**:** the audit, portables and the new parking spaces, changes in staffing that occurred at the eleventh hours, donations by GORE, updates to the Chemistry Lab, city inspection, Officer Carlson's report, and restriping the Parking Lot. Mr. Lombardi also spoke on the growth plan (attached) that he has been in discussion with Mr. Danner and Ms. Post. They felt that an additional 40 students could be accommodated at the school in the coming year with the same facilities but it would require some teachers not having classrooms and maximizing out the facilities. Scenario E was also presented which included increasing it by 60 each year. This number is also feasible with some additional facilities and it would work to add this number each year till we reach 520.

7. **Principal's Report – Toni Post**

Report is attached. Highlights include measures to be take for Flu Preparedness. In addition, Mr. Danner presented on the standardized test results. NPA students have done extremely well on the AIMS, Terra Nova and the AP tests. Report is attached.

Committee Reports

- **Bylaws and Policies – Paula Rand, Chairperson**
  A future item for consideration is the school policy on admissions. The statute allows for the policy to be modified.

- **Community Enrichment**
  The teacher's lounge has been stocked. CEC also provided breakfast for planning day and will be doing an ice cream social on September 12th from 2-4.

- **Fundraising**

  Fundraising committee met on August 3rd to discuss fundraising possibilities. On Registration day, information was handied out to parents regarding tax credit and Above and Beyond. The Above and Beyond form was revised (attached). Parents were also encouraged to volunteer for Board committees and several parents did so. Names will be shared with committee chairs who will contact them.

- **Finance**
  Reports for May and June 2009 were reviewed in detailed by Lyndel Manson for the board and are attached. May was a negative cash flow month but nothing out of the ordinary. The school is still financially solvent with a positive balance at the end of the fiscal year.

  Motion to approve the May and June 2009 Expenditures and Financial Statements was made by Lyndel Manson and seconded by Brent Burch. Motion was unanimously approved by six members present (does not include Mellott who had left the meeting).

- **Strategic Planning**

  No report.

  a. **A motion was made by Brent Burch to approve the board meeting minutes held on Monday, June 15, 2009 and seconded by Paula Rand. Motion was unanimously approved by four of the six members present at the June 15, 2009 meeting (Brent Burch, Ramona Mellott, Heidi Wayment & Paula Rand).**

b. **A motion was made by Brent Burch to approve the special board meeting minutes held on Thursday, July 9, 2009 and seconded by Paula Rand. Motion was unanimously approved by three of the five members present at the July 9, 2009 meeting (Brent Burch, Ramona Mellott, & Paula Rand).**

8. Discussion and Possible Action Items

a. New facility site and possible impact on enrollment cap-Michael Manson (call to the public) spoke on the new expansion site and said that he and his partners will work the school to help make the acquisition of the new facility site possible whereby financing would come from the sellers including a lease to buy agreement for the land. Additional money for site improvements could come from stimulus money and financing from the sellers. The first year would involve no payment on the loan.
b. Site change and enrollment cap change to the Arizona Charter School Board: no further discussion or action on this point.
c. Recruitment for committee memberships and related costs for placement of portable classrooms on NPA property: Some ideas for recruitment for committee memberships was discussed during the Fundraising committee report. Discussion on portable classrooms occurred during the Superintendent's report.
d. See 8c,
e. See 9a.

9. Discussion Items

a. Annual meeting to be convened with the first October meeting (co-convene). Calendar adjustments: 12/28 to be changed to 12/14 and 3/22 to be changed to 3/21. The July meeting is scheduled but may not happen.

b. What did we achieve tonight that could benefit NPA and our students?.
Good discussion on expansion
Donuts were good
Elected the ninth board member. The board currently has all seats filled.

10. Future Agenda Items

Review the timeline
Review of committee membership and charges to committees
Portables discussion
Presentation regarding expansion and financing

10. Adjournment

There was a move to adjourn. Motion was made by Lyndel Manson and seconded by Brent Burch. Meeting ended at 8:36 p.m. Next meeting is at 5:30 p.m. on September 28th at 5:30 p.m.