

<b>Regular Board Meeting of the Corporation</b> <b>Monday, September 28 2009</b> <b>5:37 p.m.</b>	<b>Northland Preparatory Academy</b> <b>3300 East Sparrow Avenue</b> <b>Flagstaff, AZ 86004</b>
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**Draft Minutes**

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

X	Brent Burch	X	Lyndel Manson
X	Peggy Harkness	X	Paula Rand
X	Bob Lombardi (Superintendent)		Heidi Wayment
X	Ramona Mellott	X	Mark Landsiedel
X	MariAne Alva	x	Darren Chaote

\*\*Meeting began at 5:37 p.m. with quorum requirement met (8 members present)

<b>Others in Attendance</b>
Michael Manson, Mark Huey, Steve Danner, and Toni Post

**2. Pledge of Allegiance**

**3. Call to the Public**

There was one call to the public regarding Item 8.4.a.

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

Detailed report is [attached](#). Highlights include: state budget not yet approved and the impact on monthly payments and process used each month to secure funds, lein release, work has begun on the portables, a donation from W.L.Gore of binders and an old fume hood for the chemistry lab (a savings of almost 15,000 – 20,000 if a new one was purchased), insurance will go up almost 17% in the coming year so additional shopping will be done this year for comparison costs, and a school fundraiser for Dawson Merrick, a Knoles elementary 4<sup>th</sup> grader who lost his life to leukemia.

**5. Principal's Report – Toni Post**

Report is [attached](#). Highlights includes reports from department heads, the collaboration between History and English, new math standards by grade levels, and paying closer attention to new preps for new teachers.

Steve Danner presented on the homework survey to get a pulse on what is going on. Data is self-reported and about two-thirds of the student body completed it.

**6. Committee Reports**

## **1. Bylaws and Policies – Paula Rand, Chairperson**

Report addressed how membership is decided on committees. A general recommendation was to strike current language in the board book and replace it with language that the committee chair present a list of the members and brings proposed list for ratification by the board. Charges for this committee are related to the responsibilities outlined. The admissions policy was discussed and will be reported in Item 8.3.

## **2. Community Enrichment**

There was a report submitted by the CEC which is [attached](#). We will need a board member on this committee. Peggy Harkness volunteered to serve on this committee.

## **3. Finance**

Reports for July 2009 and August 2009 was reviewed in detailed by Lyndel Manson for the board and are [attached](#). Cash flow in the month of July was negative but at this point it is not something to be concerned about. Cash flow in the month of August was even.

**Motion to approve the July and August 2009 Expenditures and Financial Statements was made by Lyndel Manson and seconded by Brent Burch. Motion was unanimously approved by eight members present.**

Lyndel Manson also presented information on considering a revised budget related to how special education expenses are indicated. Revised budget is [attached](#). **Motion to approve the Revised Budget was made by Lyndel Manson and seconded by Paula Rand. Motion was unanimously approved by eight members present.**

## **4. Fundraising**

Brent Burch reported on the Fundraising committee and indicated that we are short on members and currently have no active members from the school community with the exception of board members who served on the committee. He also read the charge to the committee which is related to increasing unrestricted funds and seek alternative funding sources. We will continue to work on this charge. Brent Burch, chair of the fundraising committee made a plea at Back to School Night. So far one donation of \$500 was received and \$2,500 from tax credit.

## **5. Strategic Planning**

A report was made by Mark Landsiedel on the Strategic Planning subcommittee. He read off the charges for this committee. He believes that we are actively addressing three of the four goals (enrollment optimization/expansion, plant/facilities, and

extracurricular activities). Some discussion ensued on the subcommittee structure. Further discussion at the next meeting regarding current charges.

## 7. Action Items

- a. **A motion was made by Lyndel Manson to approve the annual board meeting minutes held on Monday, August 17, 2009 and seconded by Brent Burch, Motion was unanimously approved by eight members present.**

## 8. Discussion and Possible Action Items

1. Approve list of committees and membership – Postponed till next meeting.
2. Approve responsibilities and charge to the committee – postponed till next meeting.
3. Recent state laws in admission preference were changed to allow for children of the charter school employees, governing board members, and related groups. The board discussed modifying current admission preferences to allow for additional groups to get preferences. Another group besides employees' children having a preference discussed was governing board members children having a preference. A straw vote on this proposed change regarding board members indicated 4 in favor and 2 not in favor.
4. Ongoing discussion regarding feasibility/desirability of purchasing land to allow for expansion of NPA
  - a. Michael Manson spoke on the project and believes that money is available in terms of cash flow and some help with capital. You need 3 classrooms for next year. Total net loan is doable and is exciting. Board discussed this item further and decided that there is a need for a working group meeting to discuss all of the aspects of this project in greater detail. Meeting will be held on Thursday, October 16<sup>th</sup>.
  - b. Portable status was presented in the Superintendent Report.
  - c. Enrollment and expansion committee will be folded into the Strategic Planning subcommittee
  - d. Board discussed this item further and decided that there is a need for a working group meeting to discuss all of the aspects of this project in greater detail. Meeting will be held on Thursday, October 15<sup>th</sup>.
5. Board member Heidi Wayment's resignation letter. **A motion was made by Mark Landsiedel and seconded by Lyndel Manson to accept her resignation Motion was unanimously approved by all eight members present.**

## 9. Discussion Items

1. Annual meeting will be on October 26<sup>th</sup> during the regular October meeting. Annual report will focus on upcoming directions in the coming year.
2. Discussion with Public on Agenda items during Open Meetings is possible for publicized
3. Review NPA Board Timeline Sheet

Email to parents on committee volunteer form, also include committee information with directory

4. What did we achieve tonight that could benefit NPA and our students?.

Solid financially

Progress on the information on the expansion project

## 10. Future Agenda Items

Review the timeline

Expansion plans

Discussion and possible vote on the expansion

Amendment to bylaws on admission preferences

Strategic Plan Review

Review annual budget

Ratify committee memberships, charges and purpose

Address board replacement for open seat

## 11. Adjournment

**There was a move to adjourn. Motion was made by Brent Burch and seconded by Ramona Mellott. Meeting ended at 8:45 p.m. Next meeting is at 5:30 p.m. on October 26<sup>th</sup>.**