

<b>Regular Board Meeting of the Corporation</b> <b>Monday, <del>March 28th</del><del>May 23rd</del>September</b> <b>26th, 2011</b> <b>5:30 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	Lyndel Manson	X <del>X</del>	Jeff Hall
X	Peggy Harkness	X	Chris Linskey
X	Pam Heinonen (arrived at 5:38pm)	<del>X</del>	
<del>X</del>	Roger Bounds		
X	Drew Annan		
	Bob Lombardi (Superintendent)		<del>arrived at 5:35 p.m.</del>

\*\*Meeting began at 5:~~32~~31 p.m. with quorum requirement met (6 members present)

<b>Others in Attendance</b>
<del>Toni Keberlein</del> , Steve Danner, Toni Keberlein, Becky Cordasco, Shannon Bailey, Cody Bliss, May Sheppard Ketchner, Kurt Mueller, <del>Steve Danner, Paula Rand</del>

**2. Pledge of Allegiance**

**3. Call to the Public**

Cody Bliss and May Sheppard Ketchner introduced themselves to the Board and self nominated themselves to run for the open Board seats. Becky Cordasco and Shannon Bailey both re-introduced themselves to the Board and expressed their interest in running for the open Board seats again.

**4. Approval of minutes from:**

**a) Regular Board meeting August 29th, 2011**

**Motion to approve Regular Board minutes from August 29th, 2011 made by Chris Linskey and seconded by Drew Annan. Motion was approved unanimously with one abstention due to absence.**

**5. Board Election for two open positions; seating of new board members**

**a) Presentation of Slate**

The slate of nominees for the Board election is:

Shannon Bailey and Rebecca Cordasco

**b) Nominations from the floor**

Cody Bliss and May Shepard Ketchner

Results:

**Shannon Bailey** –6 votes (Lyndel Manson, Chris Linskey, Peggy Harkness, Drew Annan, Pam Heinenon, Shannon Bailey)

**Cody Bliss** – 1 vote (Jeff Hall)

**Rebecca Cordasco** – 6 votes (Lyndel Manson, Peggy Harkness, Chris Linskey, Jeff Hall, Drew Annan, Pam Heinenon)

**May Shepard Ketchner** – 1 vote (Roger Bounds)

**Shannon Bailey and Rebecca Cordasco were seated at 5:52 pm.**

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

There was no report as Bob Lombardi is on a well deserved vacation.

**7. Principal's report – Toni Keberlein**

The new building is now open. With 200 new students and 18 new faculty there have been a few problems but all is going very well. NPA will need a tech support/IT person added to the staff next year. Emily, who has been doing the support work, has been billing NPA for 20 hours work a week, but actually working 50 hours a week. As she has already retired once, she is not interested in the job. Service Day is on October 13<sup>th</sup>. It should be a great day. An email is going out to encourage parents to volunteer.

Drew Annan asked about the functionality of the new building. Toni said the bathrooms are fine and being able to close off the wings is great. The multipurpose room can be used for dance; giving them much more space.

The lockers are due to leave the factory on 9/28 and should arrive about a week later.

**8. Committee reports**

**a) Bylaws and Policies – Tom Acker, Chair**

i) Curriculum choice policy  
Tabled until October

ii) Admission preference policy

In studying potential changes to the admissions policy the Bylaws committee came up with two issues they felt the Board should understand/discuss as they would affect the course NPA would take. [Report filed in Office.](#)

After much discussion and input from Steve Danner and Toni Keberlein, the Board decided on the following: No changes would be made to when annual Board elections are held or when new members are seated. After places are held for currently enrolled students and their siblings (given their applications were received on time), places for children of new staff and Board members will be held – either open spots in the class or at the top of the waiting list. The lottery will then be held. The next group on the waiting list will be new students applying for entrance. Once an applicant has been admitted to the school their siblings will move up on the waiting list. The final group on the waiting list will be non-affiliated applicants who were not admitted. Any unused reserve spots will be released for filling from the waiting list.

Clarifying language will be put into the bylaw to clarify the process by which a new Board member's child will be admitted to NPA. A chart will also be added showing order of admission preference.

**b) Community Enrichment – Kathy Peretti, Chair**

The CEC has almost \$11k in the bank to be used for the good of the NPA community; \$2k of which is reserved for the kiln slab. Toni Keberlein requested the money in the Goodness and Wellness fund be given to an NPA family. CEC approved the request.

**c) Finance – Jeff Hall, Chair**

**August 2011 financial reports**

The state department of education has not changed NPA's cap from 400 yet, consequently the state payment is still \$218k. The school received \$111k in student fees which covered the shortfall of \$26k. Once the cap is raised Jeff's calculations indicate the school will be on budget. Once the next payment goes to HACI, the school will have just under \$400k in cash reserves.

**Motion to approve August 2011 financials as presented was made by Jeff Hall and seconded by Chris Linskey. Motion was approved unanimously.**

**d) Fundraising – Roger Bounds, Chair**

The Fall focus will be on the Wish list. The committee would like a flyer to go out in November. The Spring focus will be on creating a good base in the Endowment fund, with a potential goal of \$100k.

**e) Strategic Planning – Chris Linskey, Chair**

Did not meet.

**f) Ad Hoc Development Committee**

We have passed the deadline for locking in the loan rate. We haven't drawn the full \$6.5M. The loan rate was fixed at 5.28%, which is a blend of the rate we had on the land and expansion with the new lower rate available currently when we consolidate. Chase has said we could completely pay off the current loan, pay the prepayment penalty, then receive a rate of 4.02%. This would drop the P&I to under \$400k a month.

NPA will not be able to get on the agenda to have the student cap officially raised until January at the soonest. The resulting shortfall in state aid revenues will cause expenses to exceed income by about \$20k to \$30k a month.

There was much discussion on how the shortfall could be covered until the student cap is raised. The following motion was made:

**A motion was made by Jeff Hall to pay off the old loan, incur the prepayment penalty and if necessary give the Finance Committee**

**authority to capitalize the architectural fees already incurred and seconded by Chris Linskey. The motion was approved unanimously.**

**9. Discussion and possible Action Items:**

**a) Approval of Committee charges and rosters**

**A motion to approve committee charges as amended was made by Roger Bounds and seconded by Pam Heinenon. The motion was approved unanimously.**

**A motion to ratify committee rosters for the Finance, CEC, Bylaws, and Strategic Planning Committees as presented was made by Chris Linskey and seconded by Roger Bounds. The motion was approved unanimously.**

Rosters for the Fundraising and Recruitment Committees will be ratified in October.

**b) Superintendent monthly performance evaluation**

**A motion to approve that the Superintendent's performance for the month of August meets or exceeds expectations was made by Chris Linskey and seconded by Roger Bounds. The motion was approved unanimously.**

**10. Discussion Items:**

**a) Review NPA Board Timeline**

The Annual meeting will be held in October.

**12. Future Agenda Items:**

-Ratify Recruitment and Fundraising rosters

**13. Next Scheduled Board Meeting:**

Wednesday, November 2<sup>nd</sup>, 2011 at 5:30 pm.

**14. Adjournment:**

**A motion to adjourn was made by Lyndel Manson and seconded by Shannon Bailey. Meeting ended at 7:32 pm.**