

North Davis Preparatory Academy

Board Meeting Minutes

Wednesday, February 7, 2024

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

In Attendance: Monte Poll, Maggie Arave, Rita Brock, Dale Pfister

Excused: Clint Heiner

Others in Attendance: Ammon Campbell, Ryan Robinson, Tyler O'Brien, Dawn Kawaguchi,



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

6:05 PM – INTRODUCTORY ITEMS

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

There was no PUBLIC COMMENT. This was the second public comment period for the 2024-2025 School Fee Schedule and the Fee Waiver Policy.

REPORTS

➤ Administration

- State of the School – Ryan Robinson

✓ Student Achievement

- ★ TSI Goals/MOY Student Data – Ryan explained how to read the data provided in the packet. He reviewed the LA and Math data for the middle of the year. They are moving in the right direction. What

this doesn't show on this chart is that when students are behind 3 or more years, they are still progressing from year to year even if they are still below the benchmark. Another thing that this doesn't show is that our math is all being taught in Spanish.

- ★ CEU Status / Capitol Hill – Ammon informed the Board about attending UAPCS Charter Day on the Hill. They were the only school showcasing their School with the Cienca in Utah students that are going to Spain. All the other schools were marketing their school. The students were able to get a private tour of the offices and met the Lt. Governor. NDPA students seemed to be in all the pictures. Prior to this @ 8 a.m., Ammon and Begonia attended the DLI funding committee meeting. No DLI funding was cut!

- ♣ <https://officeofthelieutenantgovernor.pic-time.com/-charterdayonthehill12324/gallery>

Ryan wanted to get more exposure for the school and expand Cienca in Utah, we wanted to spread the opportunity for our students to present in Spanish. Last June they presented at the UAPCS conference and then at Charter Day on the Hill. They also visited to two other DLI schools yesterday. Next week those students will be going to Toledo. They will be attending school in their respective grades of 5-6 for two days and presenting their projects. They will be hosting the Cienca in Utah on April 26th, and the board is invited.

✓ **Retention of Students**

- ★ 9th Grade Spain Trip & Beyond – Ryan shared a story about Angela Ellsworth teaching her kindergarten students about Spain. While in Spain last summer, Angela purchased some children's books and used them to base a lesson around a book about La Sagrada Familia cathedral. She shared a video of the actual cathedral that she took while she was there. The students made some faux stained-glass windows that are in the cathedral. They lesson was in-depth and filled with the history of Gaudi and the La Sagrada Familia. AND next week some of the 9th graders that are going to Spain in March will be visiting the kindergarteners' class so that they can tell them about everything that they know about Gaudi and the La Sagrada Familia. Then when the 9th graders go to Spain, they will connect what the kindergarteners taught them and bring back pictures and videos of the La Sagrada Familia on their visit. Ryan thanked the Board for supporting the teacher trip because he is already seeing how much it has enriched and connected the teachers to Spain. It has exceeded his expectation of what he envisioned.

✓ **Trust in School**

- ★ Community Outreach – Layton PD Internet Safety Taskforce did classroom presentations to our 5-9 grade students about the dangers of internet. It was differentiated for our students. Our kids really listened. We have noticed a decrease in our pornography reports on our Chromebooks. They came back and presented at a community

night for parents which wasn't well attended but we will be doing it again until we have cooperation on parents really understanding what's really going on with their kids' phones, kids understanding and everyone working together. It's very disruptive at school.

- ★ Webpage Update/ Lottery & Marketing Integration – Ryan informed the board of the new designed webpage. It's phone friendly. We like that it has pictures of our kids. We are still going through and making sure the right information is there. Some of the benefits with the new company is that we can run our lottery through it and it gives us some good marketing data.

✓ **Budget**

- ★ Tyler O'Brien stated that we are delaying the amended budget mainly because the administration is meeting with One West next week to decide how to implement the Safety Grant. Ammon stated that they were awarded \$175k from the Safety Grant which they had stated their overarching intention was access control. After meeting with AW on the items that they are looking to purchase, they also want to meet with OneWest to present some options to possibly do it as a project. We may end up spending more than what we were awarded from the grant. There was a discussion on if the LEA has to match dollar per dollar from the grant and if there was an expiration date on the grant.

✓ **Compliance**

- ★ FY24 CNP Audit – LaRetta did a fantastic job and we passed but we will have a few things to work on.

➤ **Board of Directors**

- Financial Review – Tyler O'Brien reported on the financials as of December 31, 2023. The cash is going up and next month we will look at putting more cash into the PTIF. We are over half the way through the year. He reviewed the statement of activities. Tyler pointed out that the furniture and fixtures are high because part of the classroom furniture was put on this budget. Tyler did meet with Clint and he was happy with the financials.

CONSENT ITEMS

- December 6, 2023 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

Maggie Arave – Aye

Rita Brock – Aye

Dale Pfister – Aye

Motion passed unanimously.

VOTING ITEMS

- 2024-2025 School Calendar – Ryan Robinson reviewed the 2024-2025 school calendar with the major dates. This is patterned by DSD yet similar to this current year. We have 180 days and over 990 hours.

- 2024-2025 School Fee Schedule – Ryan Robinson reviewed the 2024-2025 school fee schedule. We haven't had track and field for a couple of years, so we removed that and we have a new after school Game Club. The Spain trip increased to cover the ongoing upsurges in the overall economy. Other minor changes with spend plan details and maximum fee amounts were adjusted.
- Re-Approve Fee Waiver Policy – Ryan Robinson stated there were no changes here. Dawn added that every time that you approve a new fee schedule you must review the Fee Waiver Policy and either amend or re-approve the policy.
- Technology Purchase – Ryan Robinson stated that there isn't anything above or beyond what we typically purchase at this time. It's just replacing teacher laptops and a Chromebook lab.
- Award RFP for Landscaping & Snow Removal Services – Ryan Robinson stated that we issued a RFP for Landscaping and Snow Removal. We have decided to stay with Extreme Green.

Monte Poll made a motion to approve the following:

- **Approve the 2024-2025 School Calendar;**
- **Approve the 2024-2025 School Fee Schedule;**
- **Re-Approve the Fee Waiver Policy;**
- **Approve the Technology Purchase in the amount of \$71,445; and**
- **Award the RFP for Landscaping and Snow Removal to Extreme Green for a 5-year agreement and allow Ryan Robinson to sign on behalf of the School**

The votes were as follows:

Monte Poll – Aye
Maggie Arave – Aye
Rita Brock – Aye
Dale Pfister – Aye

Motion passed unanimously.

DISCUSSION ITEMS

- Calendaring Items – Monte Poll
 - Next PreBoard Meeting on March 12th @ 1 p.m. – Monte will not be here so Maggie will attend. Dawn will send Maggie a calendar invite to this.
 - Next Board Meeting on March 27th – Monte will not be here so Maggie will run this meeting.
 - Cienca in Utah on April 26th – Dawn will send out a calendar invite to the Board.
 - NCSC24 Boston, MA on June 30 – July 3 – There was discussion the Travel Policy and what that covers for hotel.

6:52 PM – Monte Poll made a motion to move to 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) in the elementary library. The votes were as follows:

Monte Poll – Aye
Rita Brock – Aye
Maggie Arave – Aye
Dale Pfister – Aye

Motion passed unanimously.

7:10 PM – Monte Poll made a motion to exit the CLOSED SESSION and ADJOURN. The votes were as follows:

Monte Poll – Aye

Maggie Arave – Aye

Rita Brock – Aye

Dale Pfister – Aye

Motion passed unanimously.

DRAFT

**North Davis Preparatory Academy
Board of Directors
Closed Session Statement
Wednesday, February 7, 2024**

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



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 7th day of February, 2024.



Monte Poll
Board Chair

DKL