



**New Satellite School Application (opening fall 2027)**

Charter School Name:

North Davis Preparatory Academy

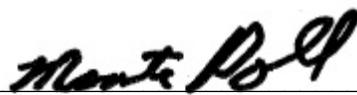
Charter School Director:

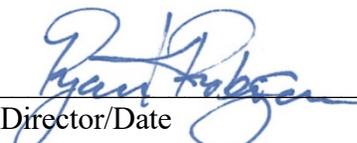
Ryan Robinson

This request is for: (select one)

<input checked="" type="checkbox"/> <b>Satellite School</b> <b>Grade levels served:</b> <u>K-9</u> <b>Current max enrollment:</b> <u>1,108 students</u> <b>Current LEA location(s):</b> <u>Layton, Utah – Davis School District</u> <b>Requested grade levels for satellite:</b> <u>K-6</u> <b>Requested max enrollment for satellite:</b> <u>772</u> <b>Requested location for satellite school:</b> <u>Layton/Kaysville (Davis School District)</u>	<input type="checkbox"/> <b>Large Expansion</b> <b>Grade levels currently served:</b> <b>Grade levels requested for satellite:</b> <b>Current max enrollment:</b> <b>Requested grade levels:</b> <b>Requested max enrollment:</b>
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I certify that this request is being made by the governing board and has been discussed in an open and public meeting.

  
Board Chair/Date 10-30-25

  
Director/Date 10-30-25

Please select one response per requirement:

- Yes.  No      1. The charter school complies with the requirements of federal and state laws, regulations, and Board rule.
- Yes.  No      2. The charter school meets the academic and other standards and requirements of the charter school authorizer.
- Yes.  No      3. The charter school is in good standing with the SCSB.

- Yes.  No      4. The charter LEA, as a whole, qualifies as high performing under the SCSB's approved definition of high performing.
- Yes.  No      5. The school complies with all public-school legal obligations.
- Yes.  No      6. The charter school has no outstanding corrective action that has not been resolved by completion of a corrective action plan.
- Yes.  No      7. The charter school has a hiring plan in place to ensure there are adequate qualified administrators and staff to meet the needs of the proposed student population.

**REQUIRED ATTACHMENTS:**

1. Provide a 1-page explanation of the justified need for the requested new satellite school or large expansion. (See, **ATTACHMENT 1**)
2. Provide a 1-page overview describing how the new satellite school or large expansion will provide educational services consistent with state law and Board rule. (See, **ATTACHMENT 2**)
3. Provide a 1-2-page plan for the new satellite school or large expansion to administer and have the capacity to conduct statewide assessments, including proctoring statewide assessments. (See, **ATTACHMENT 3**)
4. Provide a 1-3-page detailed description of the evidence-based instruction for special populations that will be provided to students as required by federal law. (See, **ATTACHMENT 4**)
5. Provide a 1-3-page market analysis. (See, **ATTACHMENT 5**)
6. Provide a 2-4-page response addressing if the charter school is operationally successful, taking into consideration at least two years of data for every school under the charter agreement. (See, **ATTACHMENT 6**)

## **ATTACHMENT 1**

### **Justification for Satellite**

North Davis Preparatory Academy (NDPA) has served students in the Davis County community since 2004. Since our opening, we have focused our efforts and worked tirelessly to achieve our stated mission “to instill in our students a love of learning through enjoyable learning experiences, a progressive educational program in core subjects and a bi-literate curriculum, all in an environment of respect, parental involvement, and a strong sense of community.” As a governing board and school leadership team, we are now submitting this application and respectfully requesting approval to expand the benefits of an NDPA education to more children in our community.

As the first and largest International Spanish Academy (ISA) school in Utah, our distinctive K–9 Spanish Dual Language Immersion (DLI) program, combined with an educational model grounded in our “R.O.A.R.” philosophy, have guided nearly two decades of success at NDPA.<sup>1</sup> Since inception, NDPA’s designation as an International Spanish Academy in partnership with Spain’s Ministry of Education, our students’ study-abroad opportunities, and our proven bilingual outcomes have distinguished NDPA from other public school options in the region. Given NDPA’s strong reputation, stable governance, and demonstrated community demand, the establishment of a satellite campus in the west Layton or Kaysville area represents a natural and strategic step in NDPA’s growth.

The demand for NDPA’s unique program has allowed us to operate at or near capacity for years without external marketing efforts. Enrollment data from the Utah State Charter School Board’s (SCSB) 2020–2025 comprehensive review highlighted that NDPA consistently operates near its authorized enrollment cap, maintaining over 85% utilization with strong retention rates averaging 88% over the past ten years. Moreover, NDPA has enjoyed a consistent waitlist and low student transfer rates over the years, both of which confirm our stakeholders’ ongoing satisfaction and community confidence. As the Layton and Kaysville areas continue to experience substantial residential growth, particularly among families seeking diverse educational opportunities, a new NDPA satellite campus in our community would alleviate capacity pressures at surrounding schools while expanding access to choice in public education for students residing in our target area.

North Davis Preparatory Academy’s established organizational structure and financial health make it well-positioned to add a new campus. Our recent five-year comprehensive review also highlighted our healthy financial position, with over 190 days of cash on hand, consistent positive net positions, and no unresolved compliance issues. Our leadership team and governing board have demonstrated both stability and foresight, evidenced by sustained academic growth, high teacher/student retention, and a record of operational excellence.

A satellite campus would also advance NDPA’s broader educational mission. By expanding the availability of our dual-language and culturally rich program, NDPA can serve a more diverse student body, strengthen community engagement, and enhance Utah’s statewide capacity for bilingual education. Opening a second NDPA campus will create opportunities for collaboration among staff, foster leadership development within our organization, and provide a model for charter growth rooted in a desirable and proven program.

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<sup>1</sup> R.O.A.R. is an acronym that summarizes our expectation for NDPA students. R.O.A.R. stands for: Respect, Ownership, Achievement, and Resilience. The R.O.A.R. philosophy is integrated into almost every aspect of NDPA, from the classroom to recess.

## ATTACHMENT 2 Educational Services

### Educational Services

Utah board rule establishes the eligibility criteria for charter schools seeking to expand or open a satellite campus. As a Utah public school, NDPA upholds its fundamental legal obligation to provide a free public education, except where otherwise permitted by law. This responsibility ensures equitable access for all students, including those who are economically disadvantaged. North Davis Preparatory Academy complies fully with the state's fee waiver requirements and maintains the required policies and procedures to safeguard students' rights and access to educational opportunities. To further protect student and family rights, NDPA has implemented comprehensive data privacy and security measures. The school's Family Education Rights & Privacy Policy, Student Data Privacy & Security Policy, and Information Technology Security Policy collectively govern the protection and management of student data. North Davis Preparatory Academy's Data Governance Plan outlines the complete data lifecycle—from acquisition to disposal—and ensures compliance with state and federal standards. Families receive all required notifications, including Notification of Rights under FERPA, Notification of Rights under PPRa and Utah FERPA, Notice of Directory Information, and the Student Data Collection Notice.

### Governance & Financial Integrity

The governing board of NDPA is dedicated to transparent, ethical, and accountable school governance. All meetings are conducted in compliance with the Utah Open and Public Meetings Act to ensure that decision-making processes remain accessible to the public. Procurement and contracting practices comply with the Utah Procurement Code, guaranteeing fairness, efficiency, and fiscal responsibility. NDPA utilizes standardized fund and program accounting and reporting methods consistent with Generally Accepted Accounting Principles (GAAP) and state and federal requirements. The school's Financial Reporting Policy establishes standards for responsible financial management, transparency, and reporting. Pursuant to Utah Admin. R277-113, NDPA maintains and publicly posts fiscal policies governing all aspects of school finance, including accounting procedures, budgeting, expenditure controls, and ethical fiscal practices.

### Student Safety & Conduct

North Davis Preparatory Academy is committed to maintaining a safe, respectful, and supportive learning environment. In accordance with Utah Code Ann. §53G-8-202 et seq. and Utah Admin. R277-609, NDPA has adopted and adheres to a comprehensive Student Conduct and Discipline Policy designed to promote positive behavior and minimize disruption. North Davis Preparatory Academy also adheres to a Staff Code of Conduct Policy that establishes clear professional standards, prohibits inappropriate relationships, and governs employee-student interactions. North Davis Preparatory Academy further seeks to ensure student safety by adhering to the school's Child Abuse and Neglect Reporting Policy and a Sexual Abuse and Molestation Prevention Policy, both of which provide, among other things, mandatory procedures for reporting, investigation, follow up, trainings, and prevention procedures. Additional student protection measures include our Bullying and Hazing Policy, Electronic Resources Policy, and our Youth Suicide Prevention Program. These policies affirm NDPA's commitment to the health and safety of every student.

### Ongoing Compliance

To ensure continuous adherence to all applicable state and federal requirements, NDPA's governing board routinely reviews and updates school policies and procedures. The school director oversees compliance implementation, ensures that staff receive ongoing training, and monitors operational practices to uphold NDPA's high standards of integrity, accountability, and educational excellence.

## **ATTACHMENT 3**

### **Capacity to Administer Statewide Assessments**

North Davis Preparatory Academy possesses the experience and resources (licensed staff, technology infrastructure, data and policy systems, etc.) to reliably demonstrate our capacity to administer statewide assessments at the satellite campus, if approved. From a systems and operations standpoint, NDPA is well positioned to meet the requirements of statewide test administration, secure data submission, and reporting. With our continued focus on participation, technology readiness on test-days, and instructional alignment with state standards, NDPA will continue to fulfill its obligations and ensure all students are assessed appropriately under Utah law and board rule. North Davis Preparatory Academy's administrative team and teaching staff understand their obligation to administer annual standards assessments as required by Utah Code Ann. § 53E-4-303 and Utah Admin. R277-404. Our administrative leadership team has 15 years of experience with the coordination, administration, and proctoring of standards assessments in mathematics, English, science, and writing to our students in the appropriate grade levels.

At NDPA, we will continue to ensure that each campus has access to all the necessary testing materials, student login information, scratch paper, assessment booklets (if applicable), student testing materials, etc. These materials are provided by the USBE and assessment providers. Our lead director will work with appropriate sources to ensure each campus has what is required. In addition, our lead director will identify testing locations and procedures and help campus staff identify the best locations within the school to administer the assessments. Our administrative leadership team will also ensure that the location has suitable ease of use, is quiet, comfortable, and away from the distractions of regular school business.

Appropriate staffing for assessment administration is critical, and NDPA's lead director will ensure adequate staffing is available. Our administrative leadership team will provide test administration training to all staff who will be proctoring the assessments to ensure that staff members understand assessment rules and procedures. This training includes, among other things, how to handle incidents, how to verify student identities, how to maintain test security, and other testing logistics. Our administrative leadership team will also provide a testing schedule that aligns with state testing deadline windows. The schedule will specify which students and staff will be completing the assessments on specific dates and at specific times. Assessment logistics also include the correct way to distribute and collect testing materials securely. To ensure testing security, our team will continue to take measures to prevent cheating and materials tampering. These measures include, but are not limited to, secure storage of test materials, monitoring of testing areas, and adherence to test proctoring protocols. We also identify students who require accommodations due to special needs and ensure that these accommodations are provided in accordance with IEPs and IDEA. Our leadership team will continually evaluate the effectiveness of our testing plan and processes, and they will make improvements, as needed, to ensure that the process is fair and consistent for all students.

## **ATTACHMENT 4**

### **Serving Special Populations**

North Davis Preparatory Academy provides evidence-based instruction for all students, including students with disabilities and English Language Learners (ELLs), as required by law. The school implements a Multi-Tiered System of Support (MTSS) to ensure instruction meets individual student needs.

#### Tier I: Core Instruction

All students have equal access to high-quality Tier I instruction aligned with NDPA's academic focus and effective teaching strategies. Instruction uses evidence-based curriculum and supplemental materials including, but not limited to: Amplify Classroom (CKLA and ELA [K-8]), HMH, Writeable (9<sup>th</sup>), Big Ideas (7-9), and iReady (K-9). North Davis Preparatory Academy's approach ensures that:

- Learning goals are performance-based and focused on measurable outcomes;
- Goals align with high academic standards and are assessed regularly;
- Instruction is task-oriented, emphasizing completion and mastery;
- Accelerated opportunities are identified and provided when appropriate; and
- Data guides decisions to diagnose learning needs and track mastery.

#### Tier II: Targeted Interventions

Students in special populations or at risk of academic failure receive Tier II instruction through the Response to Intervention (RTI) program. North Davis Preparatory Academy's Tier II interventions:

- Are research-based and address individual student needs;
- Support students with disabilities, ELLs, and those affected by poverty; and
- Are flexible, based on assessment data and student growth.

#### Tier III: Intensive Support

Students identified as members of special populations receive Tier III instruction, including:

- Special Education services in accordance with each student's Individualized Education Program (IEP);
- Targeted instruction for English Language Learners identified through WIDA assessments; and
- Instruction delivered by licensed and specially trained educators in these areas.

#### Individualized Planning and Specialized Language Support

For students with IEPs or 504 plans, NDPA collaborates with parents or caregivers to create individualized plans outlining evidence-based interventions, accommodations, and instructional strategies to support each student's learning and growth. ELL students receive specialized language instruction through sheltered instruction, language support programs, and instruction from highly qualified teachers focused on language development.

#### Progress Monitoring and Data Use

Across all tiers, NDPA conducts ongoing assessments and progress monitoring, including state-mandated assessments. Data-driven decision-making ensures instruction and interventions are

**ATTACHMENT 4**  
**Serving Special Populations**

continuously refined to promote the academic growth of students with disabilities, ELLs, and students affected by poverty.

## ATTACHMENT 5 Target Area Market & Demographics

### Target Area Description

We have identified Layton and Kaysville as the target area for NDPA’s satellite campus. While these municipalities provide many options for a future NDPA satellite school, this analysis will focus on west Kaysville near its northern border with Layton and west of Interstate 15, and the south/west corner of Layton city. This area is roughly 1.5 miles south of our elementary and middle school campuses on Hill Field Rd in Layton. This “target area” provides a unique opportunity as it relates to the addition of a new charter school. Our target area is characterized by substantial growth in the new home market, but unlike many areas along the western corridor of the Wasatch Front, our target area still retains its “farming community” feel with new developments located adjacent to onion farms, alfalfa fields, and other agricultural space. As a result, there are many properties that could accommodate our new campus with sufficient space for the building, parking, stacking, playground and open space.

### Demographics

Situated within the boundaries of Davis School District, Kaysville and Layton are home to a combined population of ~115,000 residents. Even though Davis County is Utah’s smallest county in terms of geographic scope, Davis School District’s enrollment is the second largest of any district in the state with an October 1, 2025 enrollment of 67,466 students.<sup>2</sup> According to U.S. Census data, Kaysville’s population includes 7,984 households with approximately 39% of its total population being under the age of 18. Layton’s population includes over 28,000 households with approximately 30% of its total population being under the age of 18.<sup>3</sup>

With a reported 6,032 K-6 students attending 12 district schools within 2.5 miles radius of our target area, student enrollment continues to be a focus for the district.<sup>4</sup> An increase in school-aged children has been, and continues to be driven by the economic and residential expansion trends that are primarily impacting the Northwest corner of Davis School District which includes our target area.<sup>5</sup> Completion of the West Davis Corridor highway in 2024 has continued to drive both commercial and

SY2026 - Fall Enrollment & Target Area School Demographics					
	Total K-12	% Minority	Economically Disadvantaged	English Learner	Student With a Disability
North Davis Prep Academy	933	56%	31%	16%	13%
Davis School District	67466	22%	19%	5%	15%
Creekside School	522	23%	41%	6%	18%
Crestview School	307	43%	53%	15%	18%
Ellison Park School	519	19%	17%	4%	21%
Heritage School	560	16%	11%	1%	19%
Kay's Creek Elementary	714	11%	4%	1%	17%
King School	419	27%	34%	7%	24%
Layton School	464	30%	35%	9%	20%
Sand Springs School	717	20%	11%	3%	17%
Snow Horse School	451	11%	8%	1%	22%
Sunburst School	726	16%	12%	5%	14%
Vae View School	290	56%	59%	22%	19%
Whitesides School	343	34%	52%	6%	20%
<b>TOTAL K-6 ENROLLMENT</b>	<b>6032</b>	<b>AVG 25%</b>	<b>AVG 28%</b>	<b>AVG 7%</b>	<b>AVG 19%</b>

<sup>2</sup> Utah State Board of Education. (n.d.) *Fall Enrollment by Grade Level and Demographics, October 1, 2025-2026.*

<sup>3</sup> U.S. Census Bureau. (n.d.) <https://www.census.gov/quickfacts/>.

<sup>4</sup> USBE. *Fall Enrollment by Grade Level and Demographics, October 1, 2025-2026.*

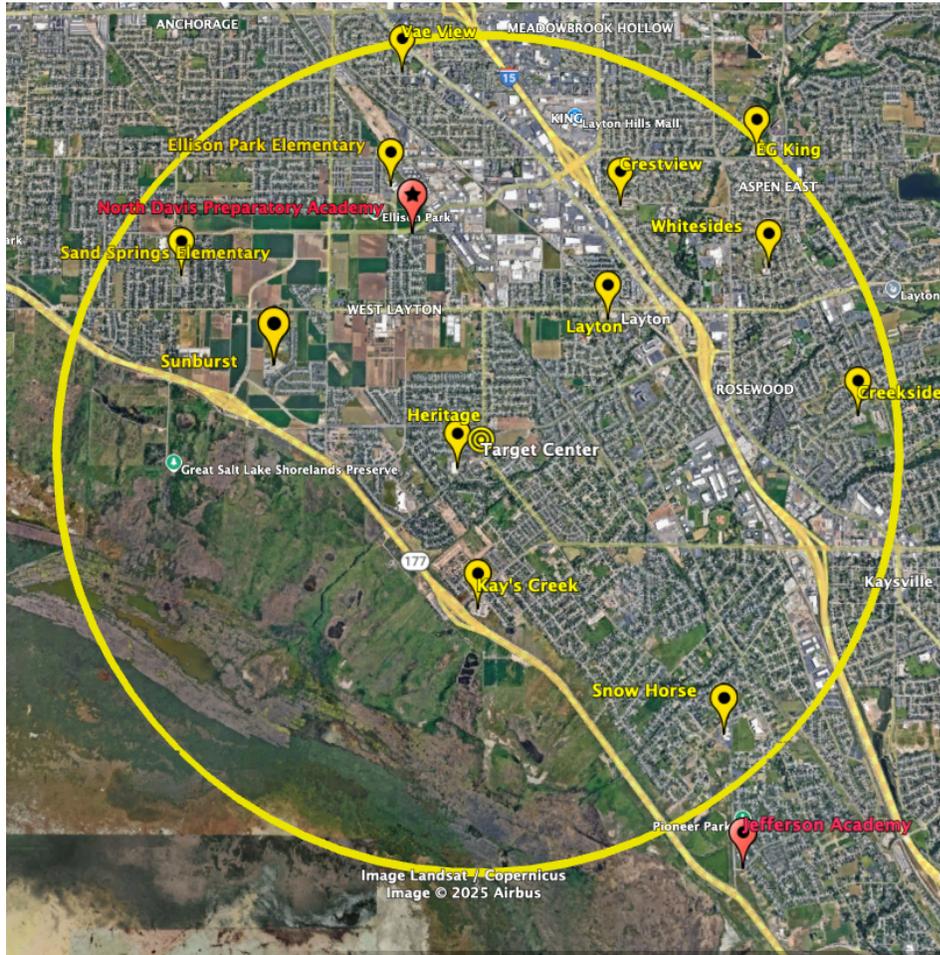
<sup>5</sup> Davis School District. (2024) *Annual Comprehensive Financial Report for Fiscal Year Ended June 30, 2024.*

## ATTACHMENT 5

### Target Area Market & Demographics

residential growth in our area by allowing major access to that portion of the District.<sup>6</sup> In the successful bond election of November 2022, the Davis School District board has planned for a new elementary and one junior high school in this area.

Charter school growth in our target area has been slow to keep pace with the district's efforts to meet the increasing enrollment demands in our area. Jefferson Academy, which was approved to open in 2009, was the last charter school to be approved near our area, and it is the only brick



and mortar charter school within Kaysville.<sup>7</sup> Jefferson Academy is situated in the southwest portion of the city and is located outside our 2.5 mile target area. Since the opening of Jefferson Academy, the district has opened three new schools in Kaysville: Endeavour Elementary (2011), Centennial Jr. High (2012), and Kay's Creek Elementary (2016).

Our existing Layton campus falls within the northern portion of our target area and is the only charter school within

a 2.5 mile radius of our satellite school's target area. Over the past two decades, we have worked hard to established an excellent reputation in the community and among our stakeholders. North Davis Preparatory Academy's reported enrollment has consistently remained within +/- 1% of its 975 student 5-year average fall enrollment. NDPA's enrollment stability is supported by an 88% 5-year average student retention ratio. This enrollment information is indicative of two key elements of the educational atmosphere of our target area: (i) NDPA has established a favorable reputation for charter schools in the community; and (ii) with an average retention rate of 88%,

<sup>6</sup> *Id.*

<sup>7</sup> NOTE: DaVinci Academy of Science and Arts operates a distance learning center in Kaysville. Inasmuch as the physical location of a distance learning center does not typically draw enrollment from its immediate proximity, enrollment numbers and demographics for DaVinci's distance learning center have not been incorporated into this analysis.

## **ATTACHMENT 5**

### **Target Area Market & Demographics**

opportunities to attend NDPA are limited for families seeking to enroll their children in the school.

Our governing board has a deep appreciation for both the challenges and the benefits of operating a school within our target area. We recognize that student achievement expectations in our area are high, and the expectations at NDPA's new campus will continue to be high as well. To meet our enrollment goals/projections, our team will develop a marketing campaign designed to inform families of the unique educational opportunities that await students who enroll at our new campus. These marketing materials will highlight, among other things: NDPA's dual-language immersion program coupled with our designation as an International Spanish Academy in partnership with Spain's Ministry of Education; our cultural enrichment opportunities which include our foreign guest teachers program and study-abroad opportunities for our students; our proven bilingual outcomes; and our R.O.A.R philosophy which emphasizes Respect, Ownership, Achievement and Resilience throughout the school.

As student populations continue to grow over the upcoming months/years, the opportunity to reach new families will increase even more in an area that is already home to one of the highest densities of 0-14 year-old persons in the area according to U.S. Census data. Because NDPA has spent years fostering long-term relationships and developing its reputation, we have had relatively little need to advertise or recruit students to meet our enrollment goals. As a result, our student recruitment efforts for the new campus will focus largely on a community that has not been targeted by a new or existing charter school for the past 10 years. We are excited at the prospect of opening a new satellite school that will provide residents of our community with an expanded and realistic opportunity to enroll in NDPA and benefit from its many unique offerings.

## ATTACHMENT 6 Operational Success

At NDPA, we are truly proud of the impact we have made in our students' lives, and we are proud of our track record for operational success. North Davis Preparatory Academy operates in compliance with the terms of our charter agreement, and we are "operationally successful" as that term is defined in Utah Admin R277-552(7). For purposes of this application, NDPA is considered "operationally successful" if it meets the criteria listed in the Utah State Charter School Board's *New Satellite School or Large Expansion Application*. Each of these elements are listed and addressed below:

### *Debt Coverage Ratio – Standard: $\geq 105\%$*

North Davis Preparatory Academy has maintained at least a 105% debt coverage ratio for each of the three years before this request for a satellite. FY25: 138%. FY24: 257%. FY23: 295%.

### *Financial Viability*

North Davis Preparatory Academy's AFR, APR and audited financial statements all demonstrate NDPA's financial viability and stability.

### *Lease-Adjusted Debt Burden Ratio*

North Davis Preparatory Academy has maintained a net lease-adjusted debt burden ratio of under 25% for each of the last three years. FY25: 10.6%. FY24: 11.2%. FY23: 12%.

### *Revenues Exceeding Expenditures*

In FY24, FY23, and FY22, NDPA's revenues exceeded its expenditures by \$510,715, \$1,095,837, and \$652,429 respectively. However, in FY25, NDPA did not technically meet this requirement due to a \$1.68M planned purchase of land for the expansion of the school's playground and a new field. These expenses were reimbursed through a tax-exempt bond issued through the Utah Charter School Finance Authority in July 2025. Notwithstanding, NDPA meets the requirement that revenues exceeded expenditures for three of the past four fiscal years.

### *Charter Agreement*

North Davis Preparatory Academy is meeting the terms of its charter agreement with the Utah State Charter School Board.

### *Re-Enrollment Rate*

North Davis Preparatory Academy has maintained a re-enrollment rate of at least 80% for each of the last three years. FY25: 90%. FY24: 88%. FY23: 89%.