

# North Davis Preparatory Academy

## Board Meeting Minutes

### Wednesday, August 5, 2026

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

**In Attendance:** Maggie Arave, Rita Brock, Tyler O'Brien,

**Excused:** Monte Poll, Clint Heiner,

**Others in Attendance:** Jon McQueary, Heidi Bauerle, Ryan Robinson, 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

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### 6:08 PM – INTRODUCTORY ITEMS

- Welcome and Roll Call – Maggie Arave
  - Pledge of Allegiance – Maggie
  - School Vision – Rita
  - Board Constitution – Tyler

**There was no PUBLIC COMMENT.**

### REPORTS

- **Administration**
  - State of the School – Ryan Robinson
    - ✓ **Student Achievement**
      - ★ Assessment Data – Ryan presented test score data comparing NDPA to Utah and national averages, noting that while they performed lower in some areas like reading in earlier grades, they performed

above state and national averages by 9th grade, particularly in math and science. He highlighted their strong performance on the AP Spanish test, where 89% of students passed compared to 71% in Utah and 81.7% globally. Ryan suggested using this data to provide context about their school's performance beyond just the overall grade, and mentioned plans to work with their marketing company to highlight these achievements.

✓ **Retention of Students**

- ★ Enrollment – Ryan discussed enrollment numbers, noting that current data only shows students enrolled as of a specific date and doesn't reflect future enrollments or withdrawals.
- ★ Update on Marketing Plan – Ryan provided an update on the marketing plan, explaining that they are working with Nelson Altamirano's team to gather data and develop strategies, with plans to present initial findings and slogans at an upcoming meeting.

➤ **Board of Directors**

- Financial Update – Jon McQueary stated that financial discussions were postponed due to ongoing audits, with more detailed financial information expected to be available at the next board meeting on October 7th.

**CONSENT ITEMS**

- June 29, 2026 Electronic Board Meeting Minutes – There was no further discussion.  
**Maggie Arave made a motion to approve the consent items. The votes were as follows:**  
Maggie Arave – Aye  
Rita Brock – Aye  
Tyler O'Brien – Aye  
**Motion passed unanimously.**

**VOTING ITEMS**

- Amend Electronic Resources Policy & Procedures – Ryan Robinson reviewed the amended Electronic Resources Policy and Procedures explaining changes to accommodate new technology like Google Glasses and smartwatches, while maintaining restrictions on use during instructional time.
- Amend Paid Parental & Postpartum Leave Policy – Ryan Robinson reviewed the amended Paid Parental & Postpartum Leave Policy which includes expanded paid leave benefits for qualified employees and foster and adoption leave.
- Amend SHiNE Policy – Ryan Robinson reviewed the amended Salary Supplement for Highly Needed Educators Program Policy. He discussed the transition of TSSP funding from the state to LEA's with potential changes to its allocation based on each school's need.
- Amend Sex Education Instruction Policy & Procedures – Ryan Robinson reviewed the amended Sex Education Instruction Policy and Procedures noting that new restrictions prevent discussing certain topics and require following school grievance policies, though parents can opt their children out.
- P&L Insurance Renewal – Jon McQueary reviewed property liability insurance costs, which increased by 2.72% from \$47,595 to \$48,889. He also noted that, with the addition

of the new campus next year, it may be an appropriate time to solicit insurance bids to ensure the school is receiving the most competitive pricing.

- 9<sup>th</sup> Grade Study Abroad Trip Expense – Ryan Robinson provided details about a study abroad trip to Spain, now led by Erin Roundy following Kim Lovell's retirement, with costs increasing from \$3,400 to \$3,800 per student. The trip typically accommodates 32-35 students for 10-12 days, including host families and some hotel stays, though finding suitable accommodations has become challenging. There was a discussion on other funding sources for the trip.
- Science in Action Trip Expense – Ryan Robinson provided a summary of the Science in Action program, explaining how it evolved from a Spanish science teacher's initiative to include Utah students presenting at an international exposition. He described recent changes to the program, including a shift to presenting at a school in the Canary Islands where Spanish is the primary language. Dawn added that this was originally approved in May for \$30k but has been increased to \$35k.

**Maggie Arave made a motion to approve the following:**

- **Approve the Amended Electronic Resources Policy;**
- **Approve the Amended Paid Parental and Postpartum Recovery Leave Policy and change its title to Paid Parental, Postpartum Recovery, Adoption, and Foster Leave Policy;**
- **Approve the Amended Salary Supplement for Highly Needed Educators Program Policy;**
- **Approve the Amended Sex Education Instruction Policy;**
- **Approve the Renewal of the School's Insurance Policies with Cincinnati Insurance Company;**
- **Approve the 9<sup>th</sup> Grade Spain Study Abroad Trip not to exceed not to exceed \$160,000; and**
- **Approve the Ciencia En Utah Spain trip expenditures not to exceed \$35,000.**

**The votes were as follows:**

**Maggie Arave – Aye**

**Rita Brock – Aye**

**Tyler O'Brien – Aye**

**Motion passed unanimously.**

## **DISCUSSION ITEMS**

- Calendaring Items – ALL
  - The board discussed whether an electronic meeting would be needed in September to approve LEA-specific educator licenses.
  - Next PreBoard Meeting on September 22<sup>nd</sup> @ 1 p.m.
  - Next Board Meeting on October 7<sup>th</sup> – Rita will not be here at this meeting
  - NCSC27 June 28-30 in Columbus, OH – The board will not be attending this year.

**6:49 PM – Maggie Arave made a motion to enter a CLOSED SESSION to discuss the character, professional competence, or physical or mental health of an individual and discuss the purchase, exchange, or lease of real property pursuant to Utah Code 52-4-205(1)(a) and (d) in the elementary library. The roll call votes were as follows:**

**Maggie Arave – Aye  
Rita Brock – Aye  
Tyler O’Brien – Aye  
Motion passed unanimously.**

**7:22 PM – Maggie Arave made a motion to exit the CLOSED SESSION and ADJOURN.  
The votes were as follows:  
Maggie Arave – Aye  
Rita Brock – Aye  
Tyler O’Brien – Aye  
Motion passed unanimously.**

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**North Davis Preparatory Academy  
Board of Directors  
Closed Session Statement  
Wednesday, August 5, 2026**

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



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**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 \_\_\_\_\_ day of \_\_\_\_\_, 2026.

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Maggie Arave  
Board Vice Chair