



HOME OF THE LIONS
NORTH DAVIS PREPARATORY ACADEMY

Board Meeting Materials

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.

September 22, 2026

North Davis Preparatory Academy

Electronic Board of Directors Meeting Agenda

Tuesday, September 22, 2026

Zoom Meeting: <https://us02web.zoom.us/j/87053781083?from=addon>

Meeting ID: 870 5378 1083

Mobile: (669) 900-9128



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AGENDA

9:00 AM – INTRODUCTORY ITEMS

- Welcome and Roll Call – Monte Poll

PUBLIC COMMENT (Comments will be limited to 3 minutes each)

CONSENT ITEMS

- [August 5, 2026 Board Meeting Minutes](#)

VOTING ITEMS

- [LEA-Specific Educator License\(s\)](#) – Ryan Robinson

DISCUSSION ITEMS

- Calendaring Items – Monte Poll
 - Next Board Meeting – October 7th
 - Holiday Social – November 4th
 - Next PreBoard Meeting – November 17th
 - Board Meeting – December 2nd

ADJOURN

NOTE: Times on this agenda are estimated as a courtesy only. Actual times may vary.

In compliance with the Americans with Disabilities Act, persons needing accommodations for this meeting should call (801) 444-9378 to make appropriate arrangements.

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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,



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MINUTES

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

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- ★ 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.

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- 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.
- 9th 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 9th Grade Spain Study Abroad Trip 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.

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- Next PreBoard Meeting on September 22nd @ 1 p.m.
- Next Board Meeting on October 7th – 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



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 5 day of August, 2026.

A handwritten signature in black ink, appearing to read 'M. Arave', is written over a horizontal line.

Maggie Arave
Board Vice Chair

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NDPA Board of Director's Meeting Tuesday, September 22, 2026

Action Item: *LEA-Specific Educator Licenses*

Issue:

The School's administration is requesting the following be a candidate(s) for an LEA-specific educator license.

3-Year License

1. Mary Ahistrom – Dance (K-12) Endorsement
2. Naomi Campbell – Family & Consume Science Comprehensive Endorsement
3. Toni Loera – Elementary License
4. Marieicira Para de Arocha – Secondary License, Spanish Endorsement
5. Doreana Cadenas Hernandez – Elementary License

Background:

Under the School's LEA-Specific Educator License Policy, the School's administration proposes to the Board of Directors individuals the administration feels are good candidates for an LEA-specific educator license. An LEA-specific educator license is a temporary license that teachers may teach under while they are in the process of completing the requirements for an associate or professional license. An LEA-specific educator license can be valid for one, two, or three years.

The School's administration has followed the processes and considered the criteria outlined in the Policy with respect to proposing the candidate named above to the Board, including vetting and interviewing the candidate. The School's administration has also provided the Board with an explanation and rationale for requesting an LEA-specific educator license for the candidate. See attached spreadsheet for rationale on each candidate.

The Board believes that it is appropriate under the policy to approve the administration's request for an LEA-specific educator license for the candidate named above.

Recommendation:

It is recommended that the Board approve the requests for an LEA-specific educator license for the following: *Mary Ahistrom for a Dance (K-12) Endorsement; Naomi Campbell for a Family & Consumer Sciences Comprehensive Endorsement; Toni Leora for an Elementary License; Marieicira Parra de Arocha for a Secondary License with a Spanish Endorsement for an Elementary all for 3-years.*

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SY26-27(LEA-Specific) Requests

LEA (District or Charter) Name	Date LEA's Board Met	CACTUS ID	Last Name	First Name	Is this a RENEWAL Request from SY 26-27? (Y/N)	License Area 1	Endorsement 1	Rational/Motions	Is Educator's Assignment in CACTUS? (Y/N)	Has LEA Specific tab in CACTUS been completed? (Y/N)	Does Educator Have a current BACKGROUND check? (Y/N)	Does Educator Have a current ETHICS? (Y/N)	Pedagogical Modules Completed and Certificate Received? (Y/N)	LEA Application Received? (Y/N)	CPR Training
<i>Granite SD</i>	<i>1/5/21</i>	<i>999999</i>	<i>Example</i>	<i>Educator</i>	<i>N</i>	<i>Secondary</i>	<i>Math Level 3</i>	<i>Educator is enrolling in EPP Fall 2021</i>	<i>Y</i>	<i>Y</i>	<i>Y</i>	<i>Y</i>	<i>N</i>	<i>N/A</i>	<i>N/A</i>
North Davis Preparatory Academy	9/22/26	771854	Ahlstrom	Mary	N		Dance (K-12)	Educator is requesting transcripts and will submit with endorsement application to add endorsements to her license.	Y	PW will complete	Y	Y	N/A	Y	N/A
North Davis Preparatory Academy	9/22/26	794635	Campbell	Naomi	Y		Family & Consumer Sciences Comprehensive	Educator is attending courses through a university program	Y	PW will complete	Y	Y	N/A	Y	N/A
North Davis Preparatory Academy	9/22/26	794549	Loera	Toni	Y	Elementary		In the APPEL Program - working with UAPCS	Y	PW will complete	Y	N	N/A	Y	N/A
North Davis Preparatory Academy	9/22/26	773312	Parra de Arocha	Marielcira	Y	Secondary	Spanish	In the APPEL Program - working with UAPCS	Y	PW will complete	Y	Y	N/A	Y	N/A
North Davis Preparatory Academy	9/22/26	789233	Cadenas Hernandez	Doranna	N	Elementary		In the APPEL Program - working with UAPCS	Y	PW will complete	Y	Y	Y	Y	N/A