



HOME OF THE LIONS  
NORTH DAVIS PREPARATORY ACADEMY

# Board Meeting Packet

## 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.

# June 28, 2023

# North Davis Preparatory Academy

## Board Meeting Agenda

### Wednesday, June 28, 2023

**Location:** Academica West, 290 N. Flint Street, Kaysville, UT 84037



**NOTE:** It is possible that the NDPA Board of Directors may be utilizing an electronic meeting component with one or more of their members.

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## **AGENDA**

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### **6:00 PM – INTRODUCTORY ITEMS**

- Welcome and Introductions – Monte Poll (5 minutes)
- Pledge of Allegiance
- School Vision
- Board Constitution

### **6:05 PM – PUBLIC COMMENT (Comments will be limited to 3 minutes each)**

### **6:05 PM – CONSENT ITEMS**

- [Amended 2023-2022 School Calendar](#)

### **6:06 PM – VOTING ITEMS**

- ~~2022-2023 Final Amended Budget – Tyler O'Brien (4 minutes)~~

### **6:10 PM – EVALUATION**

- Principal and Academica West Evaluation – Monte Poll (45 minutes)

### **6:55 PM – DISCUSSION ITEMS**

- Calendaring Items – Monte Poll (5 minutes)
  - Next PreBoard Meeting – July 22<sup>nd</sup> @ 1 p.m.

- Next Board Meeting – August 3<sup>rd</sup>

**7:00 PM – 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) (15 minutes)

**7:15 PM – 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.

## NDPA Board of Director's Meeting Wednesday, June 28, 2023

### Consent Item: *Amend 2023-2024 School Calendar*

#### **Issue**

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The Board must approve the annual school calendar that meets the state requirements of 180 days and 990 hours of instruction and any amendments to the calendar. (A school day must have a minimum of 4 instructional hours.)

#### **Background**

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The administration is proposing an additional teacher workday for an employee training day for new teachers and staff only. This day would be Monday, August 7<sup>th</sup>. This would increase the teacher workdays for new employees from 185 to 186. It does not change the calendar for students. This calendar still meets the required 180 days and the required 990 hours with a total of 991.0 hours for the elementary and 991.7 for the Jr. High.

#### **Recommendation**

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It is recommended the board approve the amended 2023-2024 school year calendar.

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**K-4 Building**

1765 West Hill Field Road  
Layton, Utah 84041  
801-547-1809 (Office)  
801-547-1649 (Fax)



**5-9 Building**

1591 West Hill Field Road  
Layton, Utah 84041  
801-336-3601 (Office)  
801-336-3605 (Fax)

**Daily School Schedule**

AM Kinder	Mon - Thur 8:30am - 11:30am	Fri 8:30am - 10:30am
PM Kinder	Mon - Thur 12:00pm - 3:00pm	Fri 11:00am - 1:00pm
1-6 Grades	Mon - Thur 8:30am - 3:00pm	Fri 8:30am - 1:00pm
7-9 Grades	Mon - Thur 8:20am - 3:10pm	Fri 8:20am - 1:10pm

**NORTH DAVIS**  
PREPARATORY ACADEMY

**2023-2024 School Year**

[www.northdavisprep.org](http://www.northdavisprep.org)

**SEMESTER DATES by Terms**

TERM 1: August 14 - October 18	47 Days
TERM 2: October 24 - January 12	46 Days
TERM 3: January 16 - March 15	43 Days
TERM 4: March 18 - May 23	44 Days
<b>TOTAL SCHOOL DAYS</b>	<b>180 Days</b>

**JULY 2023**

S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

**AUGUST 2023**

S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

**SEPTEMBER 2023**

S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	

**YEAR AT A GLANCE**

August 7	No School For Students	Quality Teaching Day - New Teachers <b>ONLY</b>
August 8 - 11	No School For Students	Quality Teaching Day
August 10	Save the Date	1-9 Back to School Night & 7-9 Registration
August 14	First Day 1st - 9th grades	Term One Begins (Early Out)
August 14 - 18	Early Release	Early Out Day (Grades 1-9)
August 14 - 18	No Kinder Classes	Kinder Assessment Week (By Appointment)
August 21	Save the Date	Kinder Back to School Night
August 23	First Day Kindergarten	Kindergarten First Day of Attendance
September 4	No School	Labor Day
October 16 - 18	Early Release	Parent Teacher Conferences
October 19 - 20	No School	Fall Break
October 23	No School For Students	Teacher PD (Legislative Day)
October 24	First Day of Term	Term Two Begins
November 1	No School For Students	Teacher PD (Legislative Day)
November 20 - 24	No School	Thanksgiving Recess
December 20	Early Release	Early Out Day
December 21 - January 2	No School	Winter Break
January 3	No School For Students	Teacher PD (Legislative Day)
January 15	No School	Martin Luther King's Day
January 16	First Day of Term	Term Three Begins
February 14 - 15	Early Release	Parent Teacher Conferences
February 16	No School	Teacher Comp Day
February 19	No School	President's Day
March 18	First Day of Term	Term Four Begins
March 29	No School	Teacher Comp Day
April 1 - 5	No School	Spring Break
April 29	No School For Students	Teacher PD (Legislative Day)
April 30 - May 3	No Kinder Classes	Kinder Assessment Week (By Appointment)
May 23	Last Day of Attendance	Term Four Ends (Early Release Day)
May 24	No School For Students	Quality Teaching Day

**OCTOBER 2023**

S	M	T	W	Th	F	S
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22	23	24	25	26	27	28
29	30	31				

**NOVEMBER 2023**

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5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

**DECEMBER 2023**

S	M	T	W	Th	F	S
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10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

**JANUARY 2024**

S	M	T	W	Th	F	S
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7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

**FEBRUARY 2024**

S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

**MARCH 2024**

S	M	T	W	Th	F	S
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10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

**APRIL 2024**

S	M	T	W	Th	F	S
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7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

**MAY 2024**

S	M	T	W	Th	F	S
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5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

**JUNE 2024**

S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Board Approved Date: 2-01-23

### 2023-2024 NDPA Elementary

MONTH	STUDENT DAYS PER MONTH	FULL DAYS	EARLY RELEASE DAYS	TEACHER COMP DAYS	LEGISLATIVE PD DAYS	NEW TEACHERS ONLY WORK DAYS	ALL TEACHERS ONLY WORK DAYS	TEACHER DAYS PER MONTH	STUDENT HOUR CALCULATIONS	STUDENT FULL DAYS	STUDENT EARLY RELEASE DAYS
August	14	8	6			1	4	19	Start	8:30 AM	8:30 AM
September	20	15	5					20	End	3:00 PM	1:00 PM
October	20	13	6		1			20	Elapsed Time	390.00	270.00
November	17	13	3		1			17	Passing Time		
December	14	10	4					14	Lunch	30	30
January	20	15	4		1			20	Total Minutes	360.00	240.00
February	20	14	5	1				20	EMPLOYMENT AGREEMENT INFORMATION		
March	21	16	4	1				21	DAYS	NEW TEACHERS	RETURNING TEACHERS
April	17	13	3		1			17	Start Date	8/7/23	8/8/23
May	17	13	4				1	18	End Date	5/24/24	5/24/24
June	0							0	22-23 Work Days	185	185
<b>Total Days</b>	<b>180</b>	<b>130</b>	<b>44</b>	<b>2</b>	<b>4</b>	<b>1</b>	<b>5</b>	<b>186</b>	23-24 Work Days	<b>186</b>	<b>185</b>
<b>Total Hours</b>	<b>991.00</b>	<b>780.00</b>	<b>176.00</b>	<b>11.00</b>	<b>24.00</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	Difference	<b>1</b>	<b>0</b>

### 2023-2024 NDPA Jr. High

MONTH	STUDENT DAYS PER MONTH	FULL DAYS	EARLY RELEASE DAYS	TEACHER COMP DAYS	LEGISLATIVE PD DAYS	NEW TEACHERS ONLY WORK DAYS	ALL TEACHERS ONLY WORK DAYS	TEACHER DAYS PER MONTH	STUDENT HOUR CALCULATIONS	STUDENT FULL DAYS	STUDENT EARLY RELEASE DAYS
August	14	8	6			1	4	19	Start	8:20 AM	8:20 AM
September	20	14	5		1			20	End	3:10 PM	1:10 PM
October	20	14	6					20	Elapsed Time	410.00	290.00
November	17	13	3		1			17	Passing Time	16	12
December	14	10	4					14	Lunch	35	34
January	20	15	4		1			20	Total Minutes	359.00	244.00
February	20	14	5	1				20	EMPLOYMENT AGREEMENT INFORMATION		
March	21	16	4	1				21	DAYS	NEW TEACHERS	RETURNING TEACHERS
April	17	13	3		1			17	Start Date	8/8/23	8/8/23
May	17	13	4				1	18	End Date	5/24/24	5/24/24
June	0							0	22-23 Work Days	185	185
<b>Total Days</b>	<b>180</b>	<b>130</b>	<b>44</b>	<b>2</b>	<b>4</b>	<b>1</b>	<b>5</b>	<b>186</b>	23-24 Work Days	<b>186</b>	<b>185</b>
<b>Total Hours</b>	<b>991.70</b>	<b>777.83</b>	<b>178.93</b>	<b>11.00</b>	<b>23.93</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	Difference	<b>1</b>	<b>0</b>

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