

**Governing Board Meeting Minutes
July 10th, 2018**

**Northpoint Expeditionary Learning Academy
551 First Street, Prescott, AZ / Room #110**

Meeting called to order at 5:07

Present: Melissa Wagoner, Rosemary Dixon, Sharon Felker, Dawn Casey, Gina Sparks and via phone Charles Matheus. Not present: Michael Spreng and Kyle Short.

Public Present: Tracy Williams and Sophia Grubert.

Melissa Wagoner announced that she found a letter from ACLU that was to be sent or given to Dr. Andrew Newton but was not ever distributed. Letter was received in March and now given to Rosemary Dixon. (Current Governing Board President).

3 (A). Approval of Minutes:

Governing Board Meeting Minutes from June 5th, 2018 were reviewed and motioned for approval by Melissa Wagoner, second by Rosemary Dixon, all in favor and carried.

4 (A). Approve the 18-19 Adopted Budget:

The proposed was uploaded to the state before June 15th as needed. The adopted budget has not been changed, with all in favor we will submit the accepted Approved 18-19 SY Budget.

Melissa Wagoner welcomes questions and notes that our current revenue is under-estimated by choice. Northpoint budgeted for the HS at 155 and for the Middle School at 40. Current enrollment is 170 for the High School and 31 for the Middle School. This budget does not have the weighted numbers for any SPED students in 7th-9th, so we will see that increase as well. We did not want to estimate on an unknown number.

Melissa Wagoner noted that the budget is much more comfortable with funds from Red for Education.

Dawn Casey asked how this increase in funds has affected the staff and that she hopes that we can add a third staff to support the SPED Dept if needed. Melissa Wagoner confirmed that this will happen as we see the needs of the SPED students. Once we have confirmed enrollment and evaluated the student needs then we will do all that we can to make sure the needs of our students are met. Melissa Wagoner noted that we will be sure to look at the entire situation before we spend.

Rosemary Dixon asked if it looked like we will need a 3rd SPED Aide and we are not sure at this point. It is possible that we will hire a part-time Aide first. Melissa Wagoner noted that some parents wait till the last minute to enroll or confirm their student attending Northpoint. Our numbers look good but that doesn't change the budget at this point. We will need to wait until students are to be certain who is really here for the SY and who is not.

Rosemary Dixon asked if we thought we might have a lottery this year. Melissa said that 11th is close, we have seen more transfers than we had thought. However, we

have some that may not have the credits to be in the grades that they feel they should be in. We are requesting transcripts and workin on this note.

Rosemary Dixon asked if Jeanette Carey is working on this and Melissa Wagoner confirmed that she is but that we are all working on this. Alison is requesting records, as is Jeanette.

We have a low estimated budget and are very comfortable with this.

Rosemary Dixon motioned to approve and adopt the 18-19 Adopted Budget, second by Dawn Casey, all approved and the motion carried.

Melissa Wagoner then noted that she hopes that we can review the budget monthly so we stay current and in a better place than where we have been.

4 (B). Appoint new Board Vice President:

Melissa Wagoner asked that we appoint a new Board Vice President. Would there be anyone interested in this position. Melissa explained that if Rosemary Dixon, President is absent then we would need for the Vice President to start and guide our Board Meeting. Dawn Casey expressed interest, Melissa Wagoner motioned to appoint Dawn Casey as Vice President, second by Rosemary Dixon, all in favor.

Dawn Casey shared excitement to take this role on the board.

5 (A). Clarity on non-voting members:

Melissa Wagoner met with the Corporation Board last week. (June 29th). In this meeting both Bill Makela and Geneva Saint-Amour expressed concerns and some possible conflicts of interest in having Northpoint Staff as voting members. Melissa confirmed that Staff can fully speak, share and participate that they just would not be able to vote. Rosemary Dixon asked how the board all feels about this? Kyle Short is not present to share but Tracy Williams, Melissa Wagoner and Sharon Felker have no objections to this decision.

Melissa Wagoner shared that it is not confirmed just yet, if Staff board members have conflicts they are welcome to resign from the board.

Melissa Wagoner states that she herself will resign from the Corporate Board when things are settled and paperwork is taken care of as it should be. All board members agreed with no issues in being non voting members.

Rosemary Dixon confirmed that this is what we are going to do then? And asked how Charles Matheus feels about this. Charles Matheus shared that he feels Staff should be able to vote on all things except financials and would we have a quorum without Staff voting? Maybe we need more members? However as the Boards are currently written we only need one Member on the Corporate Board and three members on the Governing Board for a quorum.

Rosemary Dixon requested that we take this back to the Corporate Board for clarity. Voting or not voting and if voting then all but financials? We just want to be clear on this.

Tracy Williams shared that Staff provides information to you all so that we can vote and she is ok with being part of the board either way. Melissa Wagoner and Sharon Felker agreed.

Rosemary Dixon shared that we are all ethical and a very caring enough board that she hopes staff can trust the Governing Board to always have Staffs best interest at heart. In the past it is clear that the staff has not felt always felt this. Rosemary hopes that Staff will know we are all working together for them and that she never

wants them to think that we are not supporting of them. She noted that just that thought alone makes her teary.

Tracy Williams shared that she thinks the doubts and concerns have been here in that so much information has been buried and not transparent. She hopes that the Board Members and Staff Members will be involved and stay involved. And that Staff realizes that they do have control over some things. We hope that Kyle will stay a part of this – its important!! If there was a union he would want to be a part. Melissa Wagoner noted that it might lead to KS not being here every time but aware that he/they have a voice and it matters.

The Board then addressed the importance of our Student Representative and that maybe we could have two reps one for upper and lower classes. It is important for them to have a voice and feel heard. Dawn Casey shared that she would love to hear from our students, what they are thinking, working on and planning. Rosemary Dixon asked that the board think about this and we will come back to this.

Rosemary Dixon asked don't we have to do what the Corp Board says and asks us too. Melissa Wagoner and Sharon Felker agreed that we do but we have a voice and we can share this and take this to them to discuss things. Melissa Wagoner shared that we have communication with them but that we might consider including the Governing Board minutes to the Corporate Board so they can review but most important is that they do care and want to hear our voices and thoughts.

Melissa Wagoner shared with the Board that Sophias hope and mission is and has been to change the way the community talks about the (her) school and she has done this all on her own. Sophia added that she loves this school and she think that its great. She feels once you share good things it sets others to a positive interest, she would love to be a part of that!! She would love to be that voice, and the voice of her class.

Gina Sparks shared that she is interested in learning about our school and board. She was drawn to the school by our project based learning. Some communication that she heard was that Northpoint has weird kids. She realized that people are quick to judge when things are different. But this is a label and not true to who they really are. Tracy Williams agreed that we need to be positive and visible.

5 (B). High School Update:

High School has 170 enrolled (estimated count) at this time. We have hired all of our teachers for the 18-19 SY. Our previous SPED aide (Anothony Gamboa) "Morgoth" will be doing an intern at PC online this year and will be our Math Teacher. Tracy Williams will be his mentor and Melissa Wagoner will mentor Fran Haynes who is Teaching in the Middle School. Rosemary Dixon thanked both Melissa Wagoner and Tracy Williams for signing up for this extra work. Melissa shared her excitement to do this and that Morgoth is very excited for this opportunity. Dawn Casey joined in this excitement that she feels he will do great as well.

We have hired Peter Farness for Math Instruction also. He is not qualified for dual Enrollment for Math as of yet but Melissa feels he is a good candidate for this position. This will be his first year teaching one subject. He has been in a couple of times already this summer to pick up paperwork and curriculum. He is quiet and shy but is slowly warming up and Melissa feels confident that the will be a good fit.

Amy Zitzer will be our Social Studies teacher this year. Amy has been on wilderness last year and has subbed for Northpoint. She wasn't sure about full time education

but she heard of this opening by random and then emailed out to Melissa about this. Melissa Wagoner and Amy talked about this and she is HQ, she doesn't have her teacher cert as of yet but she has what is needed and we will work on the rest. We have one SPED Aide and we are looking for one more. Rosemary Dixon asked if we will have another math aide this year? Melissa share that our previous Math Aide will be our SPED aide this year. We do not plan to have a Math Aide but Steve VanUmmersen having so much Math will be very helpful. Steve is very excited for the change of pace with working in all the classrooms. Steve came to us last year and jumped in to anything we had for him. We are happy he will be part of our team for the 18-19 SY.

Melissa has continued with Information Sessions and we are seeing new faces. We did not have any families attend the June Info Session but we will have another in July. Melissa Wagoner wanted to notify us that we are in process of accreditation this year. This means we pay a group to come in and judge/grade us. Northpoint Staff with Melissa are working on this. We are also revisiting our mission and vision. We started this a couple of years ago and here (copy) is what it is but it will not be official until the board stamps on it. Have we changed so much that we are not who we were? Melissa is thinking that this is something that she might call people in individually to help with. Cultural and multiple perspectives might help us work through this with quality. Lots of factors in this project, so a heads up that it is coming and it is huge. Melissa just wanted to let us know.

Melissa Wagoner feels like we need to do a study for PR and where is the best place for this, of where would marketing be the most powerful? Maybe a Survey out to parents and families on this? Gina asked if we have done this as of yet or in the past and who will this go to. Melissa thought if we proposed a few questions to our families on where best to reach out to our community. Melissa mentioned that maybe her and Gina could work on this together and then opened up the idea for discussion or questions.

5 (C). Middle School Update:

Tracy Williams shared that her current enrollment is 31 and she hopes to have 3 or 4 tomorrow at the next Info Session. This is 12 in 7th Grade and 18 in 8th Grade. Tracy noted that we were part of the parade this past weekend and Sophias family helped so much with this. We handed out school info cards and bagels, it was fun!! It was great to let people know that we are out here and could be a great school choice for them. Sophia had a few of her friends come to help us. Overall it was a great presence and PR so it was all positive and good.

Rosemary Dixon asked Tracy Williams about her count, and she noted she had lost one student today so she is at 30 students to date. Tracy mentioned that Shari Reilly will her her Aide in Classrooms, Sub as needed and Office help. We have a garden day scheduled for tomorrow. And has interviews scheduled. Dawn Casey asked if she is sending emails to parents on all that is going on and Tracy confirmed. Also that there is a place on the website for students to order their shirts, and continued yard work to help fancy up the place before school begins. We have put pavers around the trees and maybe we could put a pig in the chicken coop? Has been encouraging all to participate and put their handprint on all that we are doing. Fun ownership of all that we are doing. Garden club is 9 to 12 tomorrow. We might not get it all done but it will look great.

Staff for MS - Today we had a first gathering of staff and Melissa Wagoner did a strong and substansial PD with our 3 teachers and one office help. It was great. We continue to update and post things on Facebook, Instagram, snap chat, etc. Just doing our best to get the word out there. Its a bit of a trickle effect but it like we are getting our name out there. I have lived here a long time, and I think if we all continue to share and ask friends and family to share, people will see and be curious. Melissa Wagoner shared that Sophia is doing this as well and could really help us reach out to our community.

Melissa reminded all that the key is that we make sure that its positive. Dawn Casey asked if staff could help with this, and that is possible. Tracy Williams noted that she has and will do her best to make this a daily item. She will do her best to keep this streamlined and with Students help, it should be a great things. Dawn Casey expressed how it would be great to have a student to help with this. Channel through a student who will be a great help as well as encourage and spark interest with other students. Maybe some more videos of things as they happen, this will be great.

Tracy Williams shared that NCAT is meeting monthly if not more and working with safeway on a possible food partnership. It would be great for the school if NCAT fostered this program and could run it completely. So they are working on this, a lot of details to be worked out. Also NCAT needed someone to be put on the bank account so we are working on this as well. NCAT agreed that Katherine Anderson could be the signer on the account. Dawn Casey asked who would pick up the food from safeway and Tracy shared that her and Melissa will be working on this. Rosemary Dixon shared that said that she could help with this once a week and Melissa Wagoner mentioned that we have an alumni that could help us with this as well. We will work on this at the next meeting.

Sports kind of fell into Tracys lap it's a bit overwhelming but we have a lot of middle school students interested. Tracy will work on this and pick a couple of sports to go with and then go for it. Tracy is just starting to get contacts and information on this.

Rosemary Dixon asked if Teachers will coach? Melissa shared that they will and have in the past. Hopefully we will have parents willing to help. Its really rough on the Teachers to cover all the games and practices all on their own.

Sports are so important!! Part of our issues in the past is that league/group that we were part of dissolved and this left us looking for teams that would be a good fit for us, etc.

Melissa Wagoner let us know that Alison Zych has helped or been in charge of this in the past. It is a lot to manage and we have taken sports and clubs off her plate for this year. We are looking at her job description and will we will be looking at all job descriptions in hopes to balance things out a bit. Melissa Wagoner shared that Alison Zych has been working really hard with kids this summer on credit review and so forth. Melissa hopes and wants her focus to be on that. Preference to not be on Wilderness, Sports, Clubs, etc. Melissa shared that she would to get her some training and clarity on what each of us should be doing and should not be doing. The reason that Alison was doing all of this in the first place is because of how many times it has changed hands. Retraining an Activities Coordinator takes time. So it feels great to take this off of her plate. Rosemary Dixon asked if we would no longer have an Activities person? Melissa shared that we do have and need one but that we hope to individually contact this out as needed. We also had staff sign up to help or lead passage. Adrienne Carey and Rosemary Dixon shared interest to help with this

things. We will need help with NELApalooza and Winter Gathering as well as passage so we will work on this as well as hope we can find volunteers and FT help with Sports. It is a lot to get started but it should flow pretty smooth after we fget going. T Tracy found out who was in the League and she is learning more and more to help us so we are looking at this and working on bringing this all together. Dawn Casey asked what is a League and what do we need to do? We need to join the association and we will do this.

We had a league and it fell apart but now they are starting another and this gives us our teams to play against. Basketball, volleyball and soccer are the major interests this year and in years past.

Rosemary Dixon shared that some teams in the past were so strong that they they didn't want to play the smaller teams (Northpoint) because they just kicked are butts. So a different league would be great and hopefully more fair competition. It is hard to watch this challenge against larger stronger teams.

Dawn Casey asked do we have enough for teams and to join the league. Melissa shared that we have had but that it all has fallen apart a bit. We need to see what the kids are interested in and take it from there. We will need to talk about Mtn Biking as well. Tracy Williams does have someone that would like to organize a soccer practice, maybe at lunch?

Tracy Williams ended with letting us know that NCAT will have a table at NELAPALOOZA. Parents are here to get the word out and possibly have food nights and fundraisers so they will have funds and resources to do more for our school.

Melissa reminded that we will need to be careful with our fundraising to not overlap and step on toes. Student Government can help with this. They take the requests and approve them. It is important that we remind others about Tax Credit Donations and other things that we can do to support the school and each other. Any parent can help contribute and fund raise for our school. So letting the parents and our community know is key - NCAT will help with this. It all adds up.

Tracy will be sending out a monthly newsletter to families as well.

Melissa cautioned multiple emails but kind reminders are great. Maybe one news letter and one calendar for each month. With highlights on hot topics.

One news letter one calendar for the month – with the highlights hot topics. Dawn Casey and Gina Sparks agreed with these ideas to communicate to families. Dawn shared that this was a big reason why she wanted to be be a part of NCAT and the Board because this communication had not been the best in the past and she wanted or hoped to be more in the loop on things.

Nelapalooza is August 33rd from 4 to 6, all are welcome.

The next Governing Board Meeting is on August 7th @ 5:00, here on campus.

Meeting was adjourned at 6:18 pm.