

**Governing Board Meeting Minutes**  
**Tuesday, August 6th, 2019**

**Northpoint Expeditionary Learning Academy**  
**551 First Street, Prescott, AZ / Room #111**

*Meeting called to order at 5:06pm*

**MEMBERS PRESENT:**

Dawn Casey - DC  
Rosemary Dixon - RD  
Gina Sparks - GS  
Sophia Grubert - SG (Student Rep)

**STAFF PRESENT:**

Kyle Short - KS  
Melissa Wagoner - MW  
Sharon Felker - CF

**MEMBERS ABSENT:**

Michael Spreng - MS  
Charles Matheus - CM

RD - Call to order  
RD - Call to public: (No Public)  
RD - Approval of Minutes from May 7th  
RD - Call to approve the minutes from 5/7 meeting.  
RD - Motion to approve the minutes.  
GS, DC - Seconded.  
RD - Motion approved.

RD - Approval of Minutes from June 4th  
RD - Call to approve the minutes from 6/4 meeting.  
RD - Motion to approve the minutes.  
DC - Seconded.  
RD - Motion approved.

**YCESA**

MW - YCESA wants a lawyer to look over the inter-governmental agreement that enables us to receive services. It appears to be the same document that we have signed in the past, but we may have a lawyer review it to be sure.  
GS - I can request that Jeff Sparks look over it to see if he thinks anything looks out of the ordinary.  
DC - Asks who our school lawyer is and if it would be covered under retainer.  
MW - We have UDALL SHUMWAY on retainer, the most experienced educational attorneys in Arizona. We have used them before in the past for other issues, I can contact our lawyer if it is suggested by the board.  
DC - How is the school nurse program organized without a full-time nurse?

MW - Most charter schools and public schools don't have a full-time nurse, funding per student doesn't enable us to pay an RN to be on campus.

GC - Who has the responsibility of first aid or administration of the epi-pen? Gina gives an explanation of her son and his epi-pen, and how she believes the state law is structured.

DC - Asks what is the motion that needs to be made? (Point of order)

MW - Jeff Sparks is going to be requested to look at it, we will sign it for now and not send it through until he decides whether or not he will be able to give us some guidance. Our goal is to continue to retain services through YCESA, hopefully, there are no issues that arise.

### **Resignation of Board Member Charles Matheus**

RD - Motion to approve the resignation of CM

GS - Is the letter available to read for informational purposes?

RD, GS, & DC all read the letter sent by CM to announce his resignation from the board

DC - Seconded the motion

All in favor, no opposed, motion carries

RD - Charles Matheus resignation is accepted from the board

### **Review of Potential Board Member - Zoe Kroner**

RD - Zoe Kroner has requested to be a board member, we are currently only at four voting board members and are in need of another

GS - I know Zoe personally, and while understand that she is another parent on the board, she could bring more personality to the group. Brings up a concern of having more parents of students on the board than outside community members. Gina suggests that we should have 7 board members instead of 5.

RD - MS is a parent as well, but he is not present consistently so isn't considered an active board member.

DC - Shares her concern of getting a corum of 5 board members to be present if we have 7 members.

GS - Suggestion of asking board members to be present consistently, or not be involved.

DC - Suggestion of giving people the option of leaving the board if they want to, at the beginning of the school year. Peoples schedules and availability change from year to year.

DC - We need people who are present and committed to the board, that could help with fundraising.

MW - Rotation of board members and president is healthy, but agrees with the number of 5 board members who are committed but only needing 3 for the quorum.

RD - Will email Mike Spreng about coming to the meetings.

GS - Is going to continue to search for new board members

RD - Suggestion of those working with Zinni's Senior Community project with the seniors from last year

MW - Asks who would be open to alumni on the board, those who have graduated a few years ago.

RD - Motion to approve potential board member ZK.

DC - Second the motion.

RD - Vote to approve.

All in favor, no opposed, motion carries

GS - Vote for ZK passes

### **I Love You Guys - Emergency Lock Down Codes**

MW - Changes are that gate is closed, so we can open the door between the HS and MS. Need more continuity of codes with other schools in the community. We will use the same codes as all other schools in Prescott, which is titled I love you guys.

MW - Would like an officer to come train the board, and then the staff, and then the staff trains the students.

RD - Would students be familiar with the codes yet?

MW - Not yet, but they are familiar with most of the procedures. The plan is to review all of the codes with the staff to learn all of these codes and procedures at PD and then be able to train the students.

MW - This is informational, not for a vote, we are moving forward with this program. Would like to schedule the resource officer for the September board meeting.

## **School Update**

### **Staffing**

MW - We have not hired on many new staff members, low turnover this year which is awesome

MW - Steve VanUmmerson has moved from SpEd aide to Math teacher, has earned his spot

RD - suggests moving towards certification for SVU

MW - SVU has shown interest in becoming certified through the state program offered to charter teachers

MW - Kevin Meilock for HS aide

MW - Bonnie as middle school aide

MW - Regina hired on as middle school manager, helping out with paperwork and discipline in MS

MW - Locke Hassett hired on for 8th grade math and science

MW - Wendy Gregory took Diane Cardell's position

### **Enrollment**

MW - Was 206, now 199, lost some to lack of being able to accomodate all siblings in different levels or them choosing to go to other schools.

MW - More will probably come in after the first few weeks, our budget was set at 195.

### **Employee Handbook/Student handbook.**

MW - Provides voting board members with facilities, requests that members review the documents

RD - We will give feedback on any editorial changes or questions that we have around the handbooks

### **Policies & Procedures**

GS - Has questions about AZMerit Scores, how they affect our school grade

MW - Our school grade came out recently, and we have retained our "B" status, which we are happy with at this point

GS - Has questions about the MS connection fee, why was it raised from last year?

MW - Fee waivers are always available, and any parent who has questions should feel free to contact the front office.

SF - Explanation of payments and fee waivers, encourages parents to communicate

GS - Question about how we are trying to minimize the damage done to the computers by middle school students.

RW - New process in MS to help increase accountability, 2 carts for each 7th and 8th, serial numbers and systems assigned to each student rather than being able to sign out any system they choose.

RD

Meeting Adjourned

