



Ogden Preparatory Academy

Work Session Minutes

August 11, 2008 3:30 PM

Location: 215 22nd St., Ogden, UT

Attendance: Laura D'Hulst, Amy Sondrup, Anthony Rose, Nancy Allen, Kathy Thornburg (Principal), Bobby Mitchell (Assistant Principal), Kim Dohrer (Academica), and Gavin Hutchinson (Academica)

Approval Date: October 8, 2008

The Mission of Ogden Preparatory Academy is to instill in all of its students a passion for learning, a readiness to address the challenges of the future, and the competence to thrive as productive and responsible citizens in our global community

Minutes

3:35 PM - Call to order by Laura D'Hulst

BUSINESS ITEMS – (To be voted upon in Board Meeting)

- ❖ Discuss 401k Matching Plan – Kathy and Academica collaboratively researched the different plans available through A Plus Benefits. Gavin reports that the plan that has been chosen matches dollar for dollar up to 4%. This plan is set to start Sept. 1, based on date of hire which determines eligibility. Employee must be at least 21 years old. The employee can start contributing on the first day of the month after their hire date. The employee must have worked at OPA for at least one year to receive the employer matching benefit. All money contributed by the *employee* is 100% vested. Any money contributed by the *employer* has the graduated vesting schedule as follows:
 - 2 Years - 20% Vested
 - 3 Years - 40% Vested
 - 4 Years - 60% Vested
 - 5 Years - 80% Vested
 - 6 Years - 100% Vested

Gavin explained that if an employee leaves the company before fully vested, the amount of money not vested reduces the contribution that the employer has to make. Gavin said that the budget was set based on matching up to 6%. This also included the administrators. Gavin also explained the difference between what the traditional districts offer with their pension plan verses what OPA is offering with this 401(k) plan which is more flexibility.

- ❖ Discuss Performance Based Compensation Plan – Kathy explained that the plan has been approved by the State Board. Kathy chose to target this year on growth in literacy. See Attachment.

OTHER BUSINESS ITEMS – (For Discussion Only)

- ❖ Discuss CUSAP needs for next year – Kathy reminded the Board what the CUSAP process is and went through the CRT data. She discussed interventions that have been successful. Kathy also discussed how the school will be addressing, writing, career planning, SEOP's, Math and Science and how she is going to accomplish these items.

In compliance with the Americans with Disabilities Act, persons needing auxiliary communicative aids and services for these meetings should call Dawn Kawaguchi at 801-444-9378, giving at least three working days notice.

- ❖ Calendaring - The Board has decided to continue Board meetings every other month.
 - Set interview time for board member candidates - Laura will e-mail to set date.

REPORTS

- ❖ Principal Report – Kathy Thornburg
 - Enrollment and Registration Report- Kathy went through the numbers, still opening in 5th and 6th grade.
 - End of Level Data - Shared with CUSAP information.
 - State of the School - One more teaching assistants is needed.
 - Principal's Goals - Kathy handed out her goals. She shared information on the improvements on the Spanish curriculum and assessments. The Board will review and give feedback to Kathy on her goals.
- ❖ PTO Report – Tony Rose
 - Activities Planned - Back to School Carnival is Sept. 12. They have started planning on Spring Auction Dinner. PTO will be at Back to School Night for parents to sign up for committees.
- ❖ Board Report (5 minutes)
 - Financial Summary Report – Nancy presented the budget. Gavin explained that the Audit report will be given once it is completed.

4:30 PM – Adjourn - Laura D'Hulst motioned to adjourn the Work Session Meeting. Tony Rose seconded the motion. Motion passed unanimously.