



Ogden Preparatory Academy

Work Session Minutes

Thursday, April 16, 2009

Location: Ogden Preparatory Academy, 215 22nd St., Ogden, UT 84401

In Attendance: Laura D'Hulst, Amy Sondrup, Nancy Allen, Dawn Kawaguchi (Academica West), Kathy Thornburg (Principal), Brad Taylor (Academica West), Bobby Mitchell (Vice Principal), Gabe Clark (Academica West), Catina Martinez-Hadley, Scott Barrett (ETS), Jacob Johnson (ETS), and Tony Rose

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

4:35 PM - Call to order by Laura D'Hulst

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

- ❖ *Presentation of IT Audit* – Jacob Johnson presented the IT Audit findings. One of the things that Jacob mentioned is that you should have two separate service providers in place so that if one service goes down you still have the second connection and you don't lose productivity even if it's for a couple of hours. He has recommended Comcast as a secondary/back up provider which would cost approximately \$99 a month and includes educational T.V. (which the school can apply for E-Rate grant which is contingent on your free and reduced lunch.) With this proposal if the fiber were to ever fail the server would instantly roll over onto the Comcast fiber and there would never be a disruption in internet access. Some of the other items that he reviewed were no firewalls in place, need wireless access points, no back-up controller and configured incorrectly, older mobile labs, no centralized anti-virus in place, email to be brought in house, and inadequate back-up server/system. Jacob also did an inventory from every room of all computer hardware equipment and put together a detailed packet that includes all of the school's computers with all information on it. There was discussion on why go with a secondary carrier for internet service, if the E-Rate grant was a one-time grant and if there have been three proposals/quotes collected. Jake declared that he doesn't mark up any of his equipment. He charges at cost along with an educational discount. He stated that all equipment sold is backed up by ETS. Jake reviewed his proposed benchmarks – his recommendations to fix the problems from his audit. He also talked about remote access which is wherever you are with your laptop your computer runs as if you are sitting at your desk.

5:09 p.m. – Jake and Scott with ETS were excused at this time.

REPORTS

- ❖ *Academica West*
 - Brad presented OPA's awards from the USOE – Financial Team and Statistical Team
- ❖ *Board Report*
 - Review 2008-2009 Budget as of March 31, 2009 – Brad reviewed the budget as of the end of

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.

March. Federal stimulus money will balance out the 1.5% state budget cut so the school will see no change this year. Looking at a 5% budget cut for next year. Brad reviewed the highlights of the budget. Surplus is running higher than was budgeted. One area of concern is the food service area. Cost per student is about 80% higher than other schools. Portions are big but there are a lot of leftovers which they give out seconds. KT will be sitting down with Shirlene tomorrow to review her meals and see where they can cut. Brad recommends monitoring food service the next month. There was discussion on next year's budget.

❖ *PTO Report – Tony*

- A few requests for money from school clubs
- End of the year elections for the PTO Board. Possible large turnover – at least 3 openings
- End of the year BBQ

❖ *Principal Report – Kathy*

- State of the School -
- Lockers purchased
- 25 school desks from bought from School Specialty being stored at Academica
- 4th graders will have a Transition Day
- Moving to a block schedule – Debbie Deem is working on this. Books purchased for all teachers to use and will be mandated to review.
- Singapore math moving to 3rd grade. Training program in place.
- Hiring Spanish teacher possibly from Chile
- Review of teachers who are leaving and new teachers who are coming on board
- Review of classes to be offered this year; debate, photography, literature just to name a few.
- Intervention math and language arts for students who do not pass end of the level testing or if the students aren't performing to the teachers expectations. They must take this class. If they prove themselves they will be moved back up.
- Carnegie math is the new math program. It is an internet access program. Each student will be working at a different level. They work at their own pace.
- Monte Stewart has invited 30 OPA students to plant trees on Arbor Day. They will be helping Weber State University students. There will also be press at the event.
- A number of students from OPA have placed 2nd and 3rd in the Utah Jr. Duck stamp contest. They have been invited to go up to Bear River to receive their awards. There were several honorable mention awards that KT passed out as well.
- Ogden Police and Fire Department asked OPA to team up with them for "Make a Difference Day". They want some students to go with them to clean up around Ogden.
- June 1st all new students to OPA and MOPA will be invited to come in for an orientation. There will be a luncheon and a walk thru both schools.

OTHER BUSINESS ITEMS – (For Discussion Only)

ADJOURN – Laura made a motion to adjourn the Work Session. (*Duration 1:13:51*)

UPCOMING CALENDAR ITEMS

May 2009

End of Year Survey

End of the Year Bonuses - No action just discussion

April Action Items

1. Catina would like to know what other schools have a secondary internet providers for cases where one system fails and the second connection takes over without an interruption AND what is the cost of the secondary internet – **Dawn/Celia**
2. Need two more quotes on IT equipment and installation (request for proposal) – **Gavin/Trent**
3. Email quotes to the Board – **Gavin/Trent**
4. Check with Jan @ SAA to see how her equipment inventory control is working – **KT**

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.