



Ogden Preparatory Academy

Work Session Minutes

Wednesday, May 13, 2009

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

In Attendance: Laura D'Hulst, Bobby Mitchell (Vice Principal), Dawn Kawaguchi (AW), Gavin Hutchinson (AW), Kim Dohrer (AW), Kathy Thornburg (Principal), Nancy Allen, Amy Sondrup, and Catina Martinez-Hadley (5:05 p.m.)

Excused: 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

4:36 PM - Call to order by Laura D'Hulst

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

- ❖ Discuss Electronic Device Policy – Kathy reviewed the Electronic Device Policy. She explained that it is required by the state to have a separate policy for this. Kathy also explained that is very stringent and goes along with the Parent Handbook.
- ❖ Discuss Parent Involvement Policy – Kathy explained that the school has had their Title 1 audit review and prior to the meeting she put together this policy. She stated that it follows all of the requirements for parent involvement with Title 1. Kathy went on to say that Craig (state auditor) who was assessing the school was very impressed with the school and the students.

There was some discussion on AYP's and attendance.

Laura skipped to Academica West reports since the information was coming in by phone and the phone call was received at this time.

- ❖ Discuss hardwiring lab classroom purchase – Kathy explained that she had a quote for \$5,000 but after talking with Jake, he said that if you go wireless the cost would come down to about \$3,000. The router is the majority of the cost here. She also needs five new laptops for the new teachers that are coming on. Kathy shared some of her experiences with Superior and ETS.
- ❖ Discuss IT upgrade purchase – Gavin explained that the RFP is out there and the deadline is this Friday. He recommended that the Board approve an amount with committee making the final decisions once the other quotes come in.

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- ❖ Discuss Parent Survey questions – Kathy passed out sample parent survey questions from schools that AW manages. She recommended that we go with the in-between survey and get it out to the parents. The board would like Kathy to proceed with the survey similar to last year’s survey. Kim suggested that Kathy get a hold of Kathryn from the AW offices to get the ball rolling on this.
- ❖ Discuss financial advisor/Providence Financial – Laura reviewed the proposal from Providence Financial. Kim explained why you would need a financial advisor. There was discussion on the proposal and what other options that they have. Bobby recommended that they get other proposals before they make a decision. There was discussion on getting a proposal with a bank as well.

5:52 p.m. – Kim was excused at this time.

- ❖ Discuss expiring Board of Director terms – Laura informed the Board that her term expires at the end of June. She would like to continue on if the Board agrees. There was discussion on when we needed to ratify all of the Board Terms. It was decided that we will do this in the August Board Meeting since we will be ratifying the new OPAPO Board member.

REPORTS

❖ **Academica West**

- Update on building rental for 2010-2011 – Kim called Jed Stevenson and he spoke to the Board on speakerphone. He reviewed the information the Board has to this point to transition into the new information. He explained that he is in the process of looking to acquire property to purchase but Kathy had a new idea to rent a building that a school district has knowing that Mt. View Elementary (privately owned) was available. Four hundred (K-3 with 100 per section) students would be occupying the building at approx. \$15K /mo – very cost effective. Lynne School (Venture), Grandview, Taylor, strip mall and old district offices are also options. There was discussion of the several different options that they are considering. Jed asked for direction that the Board would like him to go. Because of commitments that Kathy has made to the parents, the Board would like to move quickly to make sure that this commitment is met. Kathy requested square footage of any building that they are considering. After Jed had dismissed himself by phone there was more discussion on the different options by the Board, Kathy and Kim.
- Update on property/school project – See above.

We continued on with the budget review and IT upgrade purchase since Gavin had to leave early.

- Year end budget review – Gavin reviewed the budget. The school has a great surplus. Gavin also reported that the liquor tax refund will be coming in next month. Kathy gave an update on the food service budget. She reported that Shirlene has been working very hard to decrease the expense.
- Review 2009-2010 Budget – Gavin reviewed the 2009-2010 Budget. There are no raises for next year. However, there will be an increase in the benefit dollars (\$25) to offset the 3% increase of health insurance. This budget does not include the stimulus money specifically Title 1 and Special Ed. Brad wanted to wait to include that until they knew exactly how much it would be. All stimulus money spending must be reported. Gavin reported that we are still projecting a small surplus next year. Gavin reported that to offset the decrease in revenue we are planning on increasing the student population. We will go from 584 to 630. They are projecting a smaller deficit in food services. There was discussion on a some of the line items.

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5:35 p.m. – Gavin was excused at this time.

- ❖ **Board Report** – The Board did not have anything to report.
- ❖ **PTO Report** – Tony was not present to report on the PTO.
- ❖ **Principal Report** – Kathy reported on the “*State of the School*”
 - End of Level scores are looking very positive.
 - OPA will be applying for the Charter School of the Year with UPACS. Penn wrote an overview that includes all of the awards that the school has received, etc. It includes who OPA is and what accomplishments we have made. It will be posted on the website for people to read.
 - Chevon has produced a scholarship guide. She is meeting with 7th and 8th graders to go over it. It is the most comprehensive guide we’ve ever seen. It is also on the website.

OTHER BUSINESS ITEMS – (For Discussion Only)

There were no other business items.

ADJOURN – Nancy made a motion to adjourn the work session. Catina seconded the motion. Motion passed unanimously. (*Duration 1:29:08*)

UPCOMING CALENDAR ITEMS

May 2009

End of Year Survey

End of the Year Bonuses - No action just discussion

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