



Ogden Preparatory Academy

Work Session Minutes

Wednesday, December 2, 2009

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

In Attendance: Laura D'Hulst, Nancy Allen, Catina Martinez-Hadley, Wendy Roberts, Brad Taylor (Academica West), Dawn Kawaguchi (Academica West), Crista Sanchez (Academica West), Kathy Thornburg (Principal), and Robert Mitchell (Vice Principal)

Excused: Amy Sondrup

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

4:40 PM - Call to order by Laura D'Hulst

BUSINESS ITEMS – (To be discuss and/or voted upon in Board Meeting)

- ❖ Discuss and review the Field Trip Policy – Kathy explained that John Teucher has been looking into Lego Logo competitions which are not held in Utah. He is getting the program in place but will need to travel to compete. The choir teacher also would like to attend competitions and perform out of state. She also mentioned that the debate team could be competing out of state as well. Kathy wants to have it in place now even though they won't be traveling until next year.
- ❖ Discuss and review the Donation of Personal Time Off Policy – Kathy explained that this was precipitated because of the first grade teacher, Ms. Clisante, who is going to be on extended leave until at least next spring due to illness and that she is paying for her daughter's tuition. There was discussion on why the maximum days received in a fiscal year is only 15 days. There is a line in there for exceptions so the Board decided to leave it as it is written.
- ❖ Discuss Calendar for 2010-11 school year – Bobby reviewed the school calendar for the next year. He noted that school will end before Memorial Day. Bobby also pointed out that there are new starting times for the two campuses. It is staggered for the pick-up and drop off. There was discussion on the changes in food services and how that was going to work with the three buildings.
- ❖ Discuss Jr. High lunch price for 2010-11 – Kathy explained that the current price for school lunch is \$1.50 (K-9). She explained that by law the secondary students must have a larger portion. Kathy proposed that they raise the price for the secondary (7-10) by \$.25 which will make the cost \$1.75. Kathy mentioned that she would like to talk about next year's student fees at the next meeting with all of the new electives that will be offered that have a higher supply cost such as arts and photography. The current cost for student fees is \$60. Wendy mentioned that the OPAPPO would like to help supplement the cost of the supplies if possible.

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- ❖ Discuss a policy on pregnancy – Kathy explained that you cannot have a policy for pregnancy. She also stated that this is just for discussion to inform the Board. Kathy said that she will discuss other options with a pregnant student. Kathy wanted to inform the Board in case any parents ask about it.
- ❖ Discuss the Letter of Intent for Mountain View – Laura explained that this is only an intent letter to lease the Mountain View building but must be board approved before any work can be started on the building. Kathy recommended that when the actual lease is signed that they have someone else look at it before it is signed. She also mentioned that she would like to be in the building by July 1st to get the building set up but with a possible reduced charge since they just want to set up but will not be occupying the building. There was a typo on the date that the Board would like fixed before signing but will approve the letter pending the change in the Board Meeting.

REPORTS

❖ **Academica West**

- *Update on background checks* – Dawn updated the Board on the status of the Board's background checks. We are still looking into finding Amy's but we need her social security number to move forward. Crista will send Wendy the information on where to go.
- The Board asked for an update on Mt. View. Kathy said that the teachers are anxious to walk thru the school especially to see how many bathrooms it has.

❖ **Board Report**

- *Review 2009-2010 Budget as of November 30, 2009* – Nancy turned the time over to Brad to review the budget. Brad stated that the budget is pretty much in line. He did make some adjustments for the board to be aware of. He reminded the board that there were some items on the budget that was supposed to be on last year's budget but was just a timing issue. Brad stated that he and Kathy have been working on next year's budget. He explained that Kathy has been purchasing items for the new building because she has been able to get great discounts if she purchases them now. These items will reflect the budget. Brad also explained that he will be circulating the next year's budget in February.

❖ **PTO Report reported by Wendy Roberts**

- We have been looking at options on what the OPAPO can do with the high school coming on. Here are the three possible options:
 - ✓ Become a 501C3 organization
 - ✓ Become a PTA organization (requires parents to join the PTA)
 - ✓ Maintain \$4,999 in OPAPO account and turn the rest over to the school
- There will be no more sending home advertisements with the students – we will be putting a tab on the website of what fundraisers that the school is supporting
- Voted to disband the PTO manager – not worth the money spending on it
- Jen Watson has offered to keep track of monthly volunteer hours
- Reinstating the OPAPO newsletter which will be going out monthly to help remind parents to get in their volunteer hours
- Spring fundraiser – turning over to a committee to come up with ideas

❖ **Principal Report reported by Kathy Thornburg**

- *State of the School*
 - ✓ National Jr. Honor society fundraiser – Bring in cans of food or pay a \$1 for free dress. OPA donated 884 lbs of food donated to Catholic Community Food Services
 - ✓ An inventory of each room is being conducted by Beckie Eastman so that Kathy can start ordering items for next year.
 - ✓ Update on new teachers for next year – bringing on seasoned veterans
 - ✓ Will be offering an honors class that integrate science, language arts and technology

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next year. Looking into concurrent enrollment and A/P courses but probably not for another year for 11th grade.

- ✓ Recognized as one of Utah's High Performing Title 1 Schools by the State Office of Education
- ✓ Meeting with the superintendent of Ogden School District
- ✓ Charter school directors visiting tomorrow (OPA recognized as a high performing school)
- ✓ Parent meeting tomorrow regarding expansion of school which Laura will be attending

There was discussion on how we will be handling electives next year as well as how the administration will be handled with the three buildings. Loretta Hill will be helping out with administration duties. There was a discussion on bringing in a intern administrator next year.

ADJOURN – 5:27 p.m. Laura D'Hulst adjourned this work session meeting.

December Action Items:

1. Put on the next Board agenda to discuss next year's student fees – **Dawn**

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