



Ogden Preparatory Academy

Work Session Minutes

Wednesday, April 14, 2010

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

In Attendance: Laura D'Hulst, Catina Martinez-Hadley, Wendy Roberts, Kathy Thornburg (Principal), Debbie Deem (Teacher), Dawn Kawaguchi (AW), Brad Taylor (AW), Bobby Mitchell (Asst. Principal), and Kim Dohrer (AW 4:41 p.m.)

Excused: Amy Sondrup and Nancy Allen

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

Laura D'Hulst bumped up the two presentations to the beginning of the Board Meeting so that the presenters wouldn't have to stay throughout the entire meeting.

❖ **School Report**

- Accreditation Update – Katherine Witt reviewed survey results that the school is required to complete in connection with the school's accreditation. We are going through the process of how to improve our school. Ability to use lifelong learning skills, demonstrate competency in being bilingual in English and Spanish and social and civic responsibilities were the three main areas of the Desired Results for Student Learning. Surveys were created for all grades. Ms. Witt reviewed some of the results but also gave all board members her wiki site so that they may review all results on their own time.
- Growth and effect on MOPA – Debbie Deem has been working on the schedule for next year. Currently, all rooms are being used every period, every day including the library with lunch period being the only time the library is open. As our numbers are increasing, the space is leaving even with the expansion. Debbie wanted to inform the board about the forthcoming space difficulty. There was discussion on the elective classes that are going to be offered next year as well as core classes.

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

- ❖ Discuss VLCM purchase for (18) projectors for a total of \$16,027 – Kathy explained that the school had an opportunity to purchase projectors and document readers at a great price. The company misquoted the projectors but honored the price. They are being stored at Academica West.
- ❖ Discuss School Specialty (classroom furniture) purchase for a total of \$41,344.15 – Kathy explained that she has a budget of \$75K but the actual total for the furniture purchase is approximately \$54,800. Kathy reported that she actually worked with two vendors and pulled the best price for each.
- ❖ Discuss Business Interiors (classroom furniture) purchase for a total of \$13,496.96 – See above.

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- ❖ Discuss Special Diets Policy – Kathy reported that USOE had told her she needed a Special Diets Policy but after asking Academica West for help they found out that they don't need a policy but just a procedure. Academica West is working with directly with USOE on a procedure.
- ❖ Discuss projected computer purchases (types and costs) – Kathy reported that she is in the process of trying to get the best price on computers for the expansion. She will be meeting with ETS tomorrow. Beckie is looking into computer pricing as well. Kathy stated that she needs new laptops for all the new teachers and C.O.W.s (computers on wheels) for the new building. There are 26 computers on each cart. Two teachers will share a C.O.W.
- ❖ Discuss Parent Teacher Conferences – Catina would like to propose a new way to schedule Parent Teacher Conferences for the Jr. High since it really prohibits the working parents. You will never get consecutive appointments. The numbers of students are increasing. Fewer parents showed up this spring than the fall. Kathy stated that she and Bobby have been reworking the schedule for next year.

REPORTS

❖ Academica West

- Update on background checks – Kim gave an update on who still needs to get their background checks. Catina and Wendy would like the information sent to them again.
- Continued improvement with building maintenance – Academica has made continued improvements on building maintenance which has been based on principal feedback. It is all electronically entered on the computer by the secretaries. Kim reported that we have also hired more maintenance help to assist in getting the work done in a timely manner.
- Improvement in Lottery System – Improvements have been made with lottery system based on suggestions from the secretaries. We are working on interfacing the lottery with SIS. After that we will get with Kathy to work on interfacing with Power School. Kathy gave a short enrollment report at this time.

Kim reported to the Board that she hasn't scheduled a follow up meeting with the Mayor regarding his presentation at the last Board Meeting. She asked for a timeline on this from the Board. They have so much going on that they are fine to push it back.

❖ School Report

- State of the School – Kathy Thornburg
 - ✓ Enrollment Update – We are full
 - ✓ Update on new hires
 - ✓ Recognition awards given to Science Fair Students and Science Olympiad
 - ✓ End of Levels coming up
 - ✓ Secondary Course offerings for next year based on what the students wanted
 - ✓ 5th/6th Grade schedule

BOARD INTERVIEWS

The Board Members asked each candidate a series of questions to both candidates. Candidates were also given the opportunity to ask any questions that they had to the Board as well.

- Monica Godfrey
- Hilary Wahlen

OTHER BUSINESS ITEMS

- ❖ Update on local Dinner Theatre applying for liquor license – Kathy reported to the Board that the business did receive their liquor license. No one showed up to contest it. Jed showed up 5 minutes late and they were leaving. They did have some students send in letters to the editor with their objections of passing the liquor license. The owner sent a nice follow up letter to the students. He offered personal tours to all of the students when it opens.

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REPORTS (Cont.)

❖ PTO Report – Wendy Roberts

- Fundraiser this Saturday at Rickenbachers
 - ✓ 140 people so far
 - ✓ Classroom projects look great
- Splitting of the OPAPO board
 - ✓ Elementary – Matt Roper (currently the Treasurer)
 - ★ Six Board openings – 3 to be filled in the Spring and 3 to be filled in the fall (for new parents who may want to be involved)
 - ✓ Secondary – Wendy Roberts
 - ★ Nine Board opening to filled in the Spring
 - ★ Only one person so far – Get word out about elections
- Year End BBQ – May 21st at the Ogden Amphitheatre
 - ✓ Sonora Grill doing the food

ADJOURN 5:54 p.m. Catina Martinez-Hadley made a motion to adjourn. Wendy Roberts seconded the motion. Motion passed unanimously. (*Duration 1:19:05*)