



# Ogden Preparatory Academy

## Work Session Minutes

### Wednesday, October 12, 2011

Location: Ogden Preparatory Academy, 215 22<sup>nd</sup> St., Ogden, UT 84401

**In Attendance:** Laura D'Hulst, Samantha Shupe, Hilary Wahlen, Robert Mitchell (Asst. Principal), Kathy Thornburg (Principal), Laretta Hill (SpEd Director), Crista Sanchez (AW), Dawn Kawaguchi (AW), Ryan Arrington (AW), Monica Godfrey and Karole Pickett (Teacher)

**Excused:** Catina Martinez 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

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

- ❖ *Presentation by Laretta Hill on UPIPS* – Laretta briefly reviewed the Utah Program Improvement Planning System (UPIPS) Report. It is a five year improvement cycle. Last year, we started our second cycle. There are two reports. One is the State Performance Plan and the other is the Annual Performance Report. Laretta went over the corrective action plan which is the areas that we need to fix within a year and the program improvement plan which are the school's five year goals. We have an onsite visit from the State Office of Education is scheduled for April 26<sup>th</sup>. We need put a parent group together so that state can interview as well as students in Special Ed. We have a self monitoring program that we have started using this year. We currently have 94 students who participate in special education.

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

- ❖ *Discuss Utah Consolidated Application* – Kathy briefly reviewed the budget for each plan within the UCA which includes the following: **Title IA Plan** which is for college prep for math and language arts, **Title IIA Plan** which is for teacher professional development, **Accelerated Students Program Plan** which is paying the tuition for students going to Spain, **Early Childhood: K3 Reading Achievement Plan** which is for used on Special Ed paraprofessionals, **IDEA Plan** which is for used for more paraprofessionals' salaries and **Enhancements for At-Risk Students Plan** which is for a quarter of the counselor's salary and intervention costs.

There was a brief discussion on the yearly audit and newly implemented procedure of purchase orders.

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.

- ❖ Discuss a policy about enrollment in the electronic High School – Kathy explained that currently the electronic high school does not cost. Next year, the state office will be charging \$300-\$500 per class. Kathy would like to look at putting together a policy that would have clear guidelines. Kathy and Bobby will get with Gabe at AW to put something together to present to the board.

## REPORTS

### ❖ **Academica West**

- Review 2011-2012 Budget as of September 30, 2011 – Ryan briefly reviewed the budget. He mentioned that the UCA money is not yet reflected on this budget. Ryan wanted to bring to the attention of the board that the Food Service section of the budget. As a reminder, it usually takes one to two months for the school to receive the federal revenue. Ryan briefly reviewed the EduJobs section of the budget. Monica is now meeting with Ryan to review the budget.

*There was a brief discussion on some electrical work that Kathy is having bid out in the elementary. There was also discussion on replacing the current portables with the Quest Academy portables. Quest will be in their new building next fall and will no longer need their portables. Quest's portable are much nicer than the ones that we currently have.*

- Benefits Update – Crista reviewed RFP that Academica West sent out for health insurance. High utilization and low participation is why our costs are so high. In order to slow down the annual increased rate we need to have higher AW school participation. The only two options are to continue with the stipends or to require everyone to take the insurance. There will be a benefits meeting at AW on October 18<sup>th</sup> to go into greater detail. There was discussion on the other options that are available but they do not include the stipend option. Monica would like to get feedback from the teachers.

### ❖ **OPAPO Report** – Samantha Shupe

- Pushing up the Clothing Exchange to this Friday
- Box Tops contest will begin soon
- Looking at selling OPA hats at our sporting events
- Carnival brought a profit of \$3,132.24
  - ✓ Profit margin better this year than last year
  - ✓ Next year we want to have something for Jr. high kids
  - ✓ Start advertising earlier
  - ✓ Working on getting volunteers early
- We're getting more organized
  - ✓ Keeping good records

### ❖ **Principal Report** – Kathy Thornburg

- State of the School
  - ✓ October 1 Count – we were up 11 students
  - ✓ Free and Reduced Count up to 56%

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- ★ Shirlene is working on a nutrition program
- ★ Nutrition and Wellness presentation on October 18<sup>th</sup>
- ★ There was a brief discussion on the school lunch program
- ✓ Gear Up Grant – We were awarded \$115,000 for our 7<sup>th</sup> graders to implement programs to help these students get to college. Its main objective is to get parents and students focused on moving onto post high school educational opportunities. We were brought into the grant with Ogden School District because of our free and reduced count. We already do most of the things that this grant is providing.
- ✓ Spain Trip – We will have 14 students and 2 teachers going to Spain. We are working with NDPA on the cost breakdown. We are starting on the fundraisers to help offset the cost for the students. We are in the process of purchasing airfare now.
- ✓ Fantasma Run is this Saturday. We have 150 entries so far. We have seventeen kids who have signed up to be zombies to jump out and scare people. T-shirts will be given out at the end. We will start at Timbermine and end at the elementary. There will be some fun activities and food available at the elementary.
- ✓ Staffing updates for next year
- ✓ Student updates
- ✓ Sports updates – Our volleyball team is 14-2 and we will go to state. Cross country is also going to state. We will not have basketball this year but we will have soccer in the spring.
- ✓ River Clean-Up – Our students were in the newspaper for this

## **OTHER BUSINESS ITEMS**

### ❖ Calendaring Items – ALL

- Zombie Dance this Friday
- Internet Safety presentation for students on texting this Friday
- 5<sup>th</sup>-6<sup>th</sup> graders walking down to the new adventure playground on Friday
- Flag raising at the Elementary – we will have our flag raised October 27<sup>th</sup>
  - ✓ Color guard from HAFB will be coming out
  - ✓ Flag pole is now working
  - ✓ Elementary flag design contest for students for K-6

**6:10 PM Hilary Wahlen made a motion to ADJOURN. Samantha Shupe seconded the motion. Motion passed unanimously. (Duration 1:34:35)**