



Ogden Preparatory Academy

Work Session Minutes

Tuesday, December 13, 2011

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

In Attendance: Laura D'Hulst, Nancy Allen, Monica Godfrey, Samantha Shupe, Ryan Arrington (AW), Dawn Kawaguchi (AW), Robert Mitchell (Vice Principal), Kathy Thornburg (Principal), Hilary Whalen (4:48 p.m.) and Catina Martinez (4:59 p.m.)

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

4:37 PM - Call to order by Laura D'Hulst

Laura stated that Ryan Arrington has asked to report first since he has another meeting he needs to leave early for.

REPORTS

❖ **Academica West**

- Review 2010-2011 Annual Audit Report – Ryan briefly reported on the annual audit that was done by an independent firm, Schmitt, Griffiths, Smith & Co. There were no discrepancies. Ryan also reviewed the single audit that was required by the state for this last year. They did not find any discrepancies in the single audit. Ryan did want to mention that the school has not had any findings for the last two years.
- Review 2011-2012 Budget as of November 30, 2011 – Ryan briefly reported on the budget as of November 30th. Overall the budget looks good. We are where we would expect it to be at this time. Ryan did want to point out a few things. The property tax was paid out this month and we did save some money there. Since we over budgeted this area, we will have to amend the budget at the end of the fiscal year. The restricted funds have not been drawn down from the state but Ryan will be doing that before the end of the year. This should be reflected by the next board meeting. Ryan is not concerned on anything in this budget. There was discussion on the Spain trip budget.

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

- ❖ Discuss the Comprehensive Guidance Plan and Letter – Kathy stated that Nancy presented her Comprehensive Guidance Plan at the August meeting but we did not put it on the agenda to approve. There is also a letter that the board needs to sign. It is included in our packet and Laura has the original copy to sign. Kathy briefly reviewed the comprehensive guidance plan.
- ❖ Discuss Master Electrical Service invoice in the amount of \$7,575 – Kathy stated that it would cost approximately \$7,500 to put in the electrical for the elementary so that we can install air conditioning.

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Laura's thought was if we are going forward to build the new school then we shouldn't be spending this kind of money. There was discussion on waiting on this until after the legislative session.

REPORTS continued

❖ OPAPO Report by *Samantha Shupe*

- Hosting a Christmas Dinner at Sanora Grill for the teachers and staff on December 16th
- Donation towards the Angel Tree and students have requested playground items
- Request to fund a (mobile) War Display Case
- Request from Ms. Clisante to purchase Spanish DVDs, books and CDs which will be kept at the elementary
- Purchased canopies for each building for social and community events
- Switched to Taylor Made Images for student pictures. You will be able to view your pictures online before purchase. Quicker turn-around time for ID badges.
- Box Tops are still being counted but so far it's brought in \$300
- Spring BBQ – talent show and dessert auction

❖ Principal Report by *Kathy Thornburg*

• State of the School

- ✓ Flag ceremony was a success. HAFB color guard came out and raised the first flag.
- ✓ Wellness Committee headed up by Mrs. Cash is working on turning kids on to healthy foods. They are introducing a new food each month.
- ✓ Fresh fruit snacks on Wednesdays
- ✓ We will be conducting a survey on chocolate milk
- ✓ We are working on a Whole Food Garden grant
- ✓ We have 12 families committed to go on the Spain trip
- ✓ Family Literacy Night was very well attended
- ✓ Numeracy Night 1st & 6th grade attendance was high
- ✓ Winter performance tomorrow
- ✓ Honors 9th Grade going to the U of U and Primary Children's Hospital
- ✓ 8th graders going to WSU Science Department and conducting various experiments
- ✓ Library circulation update was passed out
- ✓ Portable exchange with Quest Academy is not cost effective. We are going to install white boards over the break.
- ✓ Review of transition plan for secondary math. Mrs. Deem is teaching the math classes formally assigned to Mr. Burton. We are in the process of looking for an experienced level 3 or 4 math teacher as the permanent replacement.
- ✓ Review of the administration configuration and schedule for this year
- ✓ Review of the administration configuration for next year

There was discussion on who has their administrator's license. There was a brief discussion on the benefits of a Principal vs. a Director? There was discussion on the Spanish on the Jr. High level. There was an update on the immersion program in the first grade. There was discussion on getting with Chris Bleak regarding the state session and what the board can do to get better funding.

Kathy and Bobby updated the board on some bullying that has been going on at the school. A student has been suspended for ten school days. They will keep the board informed of the situation.

6:09 p.m. Catina Martinez made a motion to ADJOURN. Nancy Allen seconded the motion. Motion passed unanimously.

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