



Ogden Preparatory Academy

Work Session Minutes

Wednesday, October 10, 2012

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

In Attendance: Laura D'Hulst, Nancy Allen, Samantha Shupe, Dawn Kawaguchi (AW), Crista Sanchez (AW), Echo Cunningham (AW), Steve Davis (AW), Ryan Arrington (AW), Brad Taylor (AW), Hilary Whalen, Robert Mitchell (Vice Principal), Monica Godfrey, Sheldon Killpack (AW, 4:45 p.m.)

Excused: Steven Ballard and Jana Whitby

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

REPORTS

❖ **Academica West Report**

- Review 2012-2013 Budget as of September 30, 2012 – Ryan briefly reviewed the budget as of September 30, 2012. Revenues are right on target in terms of where we are year to date fiscal year but your expenses are slightly below what we would expect them to be so hence the surplus. We did receive more money for Trust Lands funding than was originally allocated so the board will need to decide how they you want to spend that. Special Education, Title and Food Services funds look fine. Ryan briefly explained how the Gear Up funding is drawn down from the feds. There was a discussion on Special Ed funding.
- Update on property – Sheldon stated that we will probably need to go into a closed session to give an update on where we are on the purchase of the two acres north of the elementary building.

Samantha Shupe made a motion to go into a closed session Nancy Allen seconded the motion. Motion passed unanimously.

Before we went into closed session Sheldon wanted to note that this information does not change your agreement that you have put forward to the state at all in terms of total dollars spent. It's just in terms of that two acre piece and how we handle that from here to get that resolved.

5:28 PM – Samantha Shupe made a motion to go into open session. In the closed session we discussed the purchase, exchange, lease or sale of real property and discussed the character,

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professional competence or physical or mental health of an individual(s). Nancy Allen seconded the motion. The votes were as follows:

**Hilary Whalen – Aye
Monica Godfrey – Aye
Laura D’Hulst – Aye
Nancy Allen – Aye
Samantha Shupe – Aye**

The motion passed unanimously.

❖ **Academica West Report (Cont.)**

- Update on Utah Charter Finance Authority application – Brad briefly updated the board on the UCFA application. Since the last meeting a group from AW went down and met with the state board financing authority and worked through the issues of the letter they had sent. It is now in the hands of the Treasurer’s office and their representatives at Zions Bank to craft a letter that Treasurer Ellis is comfortable with and once that is done they will present that at a financing authority board meeting. Brad reminded the board that the financing authority board does not meet regularly and they only meet when needs arise so probably when the school is ready to bond. Brad reviewed the bonding process.

❖ **Principal Report**

- State of the School – Robert Mitchell
 - ✓ Kage Squire was the Boys’ State Cross Country Champion. He beat out 80 other boys to come in first place. It’s been an excellent year for cross country. Our girls suffered some injuries but they were very competitive.
 - ✓ We have only lost one game in volleyball. State is coming up in the next weeks.
 - ✓ We are going to have our first boys’ basketball team. Tryouts are November 5th.
 - ✓ Final October 1 count is 1,025. *Brad stated that we will have to rework the budget when Kathy gets back in town. We will most likely have a budget amendment in December. There was a brief discussion on why students were leaving and what we can do to recruit more students.*
 - ✓ Review DIEBLS test scores
 - ✓ Red Ribbon Week starting the week of October 22nd
 - ★ Something “Crazy” every day of the week
 - ★ Miss Utah is coming to the school to speak with the students
 - ★ Anti Drug Rap by students
 - ✓ Parking lot update
- School LAND Trust Update – Brad and Steve informed the board that the state has changed the way it’s approved and the board is now one that has to sign off on it instead of the parent organization.

❖ **OPAPO Report – Samantha Shupe**

- Carnival went well but we didn’t make as much money as we have had in the past. There was a brief discussion on the things that didn’t go as well. We will definitely have to do another fund raiser this year.
- Free Dress brought in \$1,022 for the Garrett Family
- Donated \$1,000 for the trip this week

❖ **Board Report**

- Update on Website – Sam stated that Steve B. is just waiting for feedback on the website. Website ideas are in the dropbox. Dawn stated that the bid doesn’t need full board

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approval so when Steve B. is ready to pull the trigger he just needs to let Kathy know so that a purchase order can be filled out for it.

- Update on Recruitment – Nancy stated that we don't have any updates since we are waiting for the financing. Steve Davis stated that we are keeping a list of candidates in the wing since AW is in the process of recruiting a principal for another school. Crista also stated that she has created a Teachers, Teachers log in for the board so that they can do their own candidate searches until we actually post for an administrator.
 - ✓ Monica updated the board on the iPad information that she got from the SAA Board of Directors. After a brief discussion on the use of the iPad for the board, they would like to readdress and possibly vote on this at the next board meeting.

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

- ❖ Discuss the Utah Consolidated Application Plans – Dawn stated that she put the detailed workbook in the board Dropbox for the board to review. Kathy has looked at this and given her approval. Echo briefly reported on the Utah Consolidated Application plans.
 - Title IA Plan – Teacher and ParaPros Salaries
 - Title IIA Plan – Stipend pay for mentor teachers, professional development for HQ and partial salaries for two teachers.
 - Accelerated Students Program Plan – This is state funding. This is allocated for stipend for Math Counts coordinator, math competition fees and bus ride and literature trade books.
 - Enhancement for At-Risk Students Plan – This is also State funding. Funds allocated for both counselors salaries, red ribbon week supplies and motivational speaker
 - Early Childhood Program: K-3 Reading Plan – Salaries for three ParaPros.
 - IDEA – Salaries for seven ParaPros and one teacher as well as skills materials and supplemental programs.
- ❖ Discuss the Fee Waiver Policy Revision B – Samantha briefly discussed the Fee Waiver Policy. Sam checked the state requirements and this policy pretty much follows the law. This policy has been reviewed by both Kathy and Gabe.
- ❖ Discuss the Dual Enrollment Policy Revision A – Samantha briefly discussed the Dual Enrollment Policy. It has been updated to add home schooled students. There is also an application that is included. This policy has also been reviewed by Gabe and Kathy.
- ❖ **Board Report (Cont.)**
 - Charter School Board University – Laura asked Hilary what her thoughts were on the books since she was leaving for another meeting. Hilary really enjoyed the book and wished she had it a year and half ago. She recommends budgeting money for board trainings and taking time in each meeting to review a chapter. Laura wanted to discuss this at the end of the meeting.

OTHER BUSINESS ITEMS

- ❖ **Calendaring Items – ALL**
 - Next Board Meeting December 12, 2012
 - Work Session in November 14, 2012
 - ✓ Discuss Charter Board University
 - ✓ iPad discussion
 - ✓ Update on Recruiting
 - ✓ Possible Closed Session

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✓ Any pertinent business items

6:27 PM – Nancy Allen made a motion to ADJOURN. Monica Godfrey seconded the motion. Motion passed unanimously.

October Action Items:

1. Check into why Gear Up didn't have \$1,000 to give to the Lake Havasu trip – **Ryan A.**
2. Get a copy of an exit survey to the board – **Dawn**
3. Please add the iPad discussion on the agenda for next board meeting – **Dawn**
4. Send out an email on the November work session and agenda items – **Dawn**

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