

Ogden Preparatory Academy

Board Meeting Minutes

Wednesday, May 8, 2013

Location: Eminent Technical Services, 265 25th Street, Ogden, UT 84401

In Attendance: Laura D'Hulst, Samantha Shupe, Ryan Arrington, Kathy Thornburg (Principal), Amie Campbell (Principal), Steve Davis (AW), Dawn Kawaguchi (AW), Bruce Boughton (Teacher), Jana Whitby, Steve Ballard, Monica Godfrey (4:41 p.m.) and Tom Checketts (Kirton & McConkie; 5:18 p.m.)

Excused: Nancy Allen and Hilary Wahlen

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

4:38 PM – Call to Order by Laura D'Hulst

There was no PUBLIC COMMENT.

Jana Whitby made a motion to go into a CLOSED SESSION to discuss an individual's character, professional competence, or physical or mental health. Steve Ballard seconded the motion. The votes were as follows:

Jana Whitby – Aye
Laura D'Hulst – Aye
Samantha Shupe – Aye
Steve Ballard – Aye

Motion passed unanimously.

5:38 PM – Jana Whitby made a motion to leave the CLOSED SESSION where we discussed an individual's character, professional competence, or physical or mental health and to discuss the purchase, exchange, lease or sale real property. Steve Ballard seconded the motion. The votes were as follows:

Jana Whitby – Aye
Monica Godfrey – Aye
Laura D'Hulst – Aye
Samantha Shupe – Aye
Steve Ballard – Aye

Motion passed unanimously.

BUSINESS ITEMS

- ❖ Discuss and Vote on Kirton & McConkie legal fees not to exceed a total of \$25,000 – There was no further discussion on this item. Steve Ballard made a motion to approve the Kirton & McConkie

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legal fees not to exceed a total of \$25,000. **Samantha Shupe seconded the motion. Motion passed unanimously.**

Monica Godfrey made a motion to approve the CONSENT ITEMS. Jana Whitby seconded the motion. Motion passed unanimously.

- ❖ Ratify New Hires
 - Christina Bowden – 4th Grade TA
 - Kiara Tran – 1st Grade TA
 - Darby Evans – 7-9 TA
- ❖ Approve February 13, 2013 Board Meeting Minutes

BUSINESS ITEMS Cont.

- ❖ Discuss and Vote to add Amie Campbell as Zions Bank account signor and to receive a Zions Bank debit card – There was no further discussion on this item. **Samantha Shupe made a motion to approve to add Amie Campbell as Zions Bank account signor and to receive a Zions Bank debit card. Monica Godfrey seconded the motion. Motion passed unanimously.**
- ❖ Discuss and Vote on 2013-2014 Employment Agreements – Kathy briefly stated that she and Ryan will be meeting tomorrow to go over the 2013-2014 budget. There was discussion on the anticipated employee salaries and benefit dollars. There was a discussion on adding another administrator position to help Amie. The board agreed to not exceed a total amount of 3% salary budget increase for next year (approximately \$60,000) with zero being an option. **Steve Ballard made a motion to approve the 2013-2014 Employment Agreements. Jana Whitby seconded the motion. Motion passed unanimously.**
- ❖ Discuss and Vote on payment to Ogden City Plaza Investors not to exceed \$40,000 – Ryan stated that the parking lot maintenance has not been billed for the past few years. They have now sent a bill for the past five years. Ryan has reviewed the invoices for the parking lot maintenance services in which the school is responsible for 10% of the services. There was a discussion on why this happened and if they would be willing to accept a payment plan so that our budget doesn't take that big of a hit in one year. Ryan has projected an estimated amount since this year has not yet been billed. **Steve Ballard made a motion to payment to Ogden City Plaza Investors not to exceed \$40,000. Samantha Shupe seconded the motion. Motion passed unanimously.**
- ❖ Discuss and Vote on Allstar Refrigeration service in the amount of \$5,200 – There was a brief discussion on the moving of the cooler and freezer in the elementary. **Jana Whitby made a motion to approve Allstar Refrigeration service in the amount of \$5,200. Samantha Shupe seconded the motion. Motion passed unanimously.**
- ❖ Discuss and Vote on Convection Oven and Walk-In Freezer not to exceed \$16,175 – There was a discussion on how the convection oven was going to be used. **Jana Whitby made a motion to approve the purchase of the convection oven and walk-in freezer not to exceed \$16,175. Monica Godfrey seconded the motion. Motion passed unanimously.**

OTHER BUSINESS ITEMS

- ❖ Calendaring Items – ALL
 - Schedule Closed Session – May 13, 2013
- ❖ 5-Year Technology Plan – Jake reviewed the 5-year draft tech plan that he has been working on with the school which draws largely upon directives from the USOE Tech Standards 2012. The plan covered three main areas/principles which direct the plan: access to technology, professional learning, and ongoing technical support. Jake outlined the next six months which includes the

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move as well as the next couple of years. He would like to get some policy direction from the board for years three, four, and five because technology changes so fast to use as a guide. He would still like to discuss what is needed and wanted for years one and two which would help with budgeting. Also included in the plan was a recommended five year equipment rotation schedule as per requirement (what is needed). Jake reviewed a list of questions that he would like the administration to answer as they relate to the general goals based on USOE Tech Standards. There was a brief discussion on working with LLA on an RFP. Jake recommended that the school create a tech committee.

- ❖ Jake demonstrated some of the newest technology that ETS has available and is recommending for the classroom.

6:45 PM – Jana Whitby made a motion BREAK for dinner. Monica Godfrey seconded the motion. Motion passed unanimously.

8:47 PM – Reconvene the OPA board meeting

In Attendance: Laura D’Hulst, Samantha Shupe, Steve Ballard, Kathy Thornburg (Principal), Amie Campbell (Principal), Monica Godfrey, Bruce Boughton (Teacher), Dawn Kawaguchi (AW), Jacob Johnson (ETS), Scott Barrett (ETS) and Jana Whitby (8:58 p.m.)

- ❖ Jake continued his technology demonstration to the board specifically on how Thin Client works and how it would follow your students throughout their time at the school. There was a discussion on the cost per student if the school decided to go with Thin Client.
- ❖ Kathy gave a brief “State of the School” Report
 - Update on End of Level Scores – Kathy reviewed the end of level test scores.
 - ✓ 3rd grade 89%
 - ✓ 4th grade 88%
 - ✓ 5th grade 85%
 - ✓ Kathy reviewed the cohorts.
 - Update on lottery
 - Update on Spain kids

9:18 PM – Monica Godfrey made a motion to ADJOURN. Jana Whitby seconded the motion. Motion passed unanimously.

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