

APPROVED



OGDEN PREPARATORY ACADEMY

Ogden Preparatory Academy

Minutes

May 19, 2016 OPA Board Meeting

Date and Time

Thursday May 19, 2016 at 4:30 PM

Location

1415 Lincoln Ave; Ogden UT 84404

VISION: Ogden Preparatory Academy's vision is to create a positive, nurturing environment for students to grow and learn as they develop the skills necessary to become tomorrow's leaders. Through high academic expectations and experiences, bilingual exposure, leadership roles and commitment to community, OPA students will gain confidence and a sense of self worth that will prepare them to face the challenges in a competitive world.

Board Members Present

Board Members Absent

Ex-Officio Members Present

D. Deem (remote)

Non Voting Members Present

D. Deem (remote)

I. Opening Items

A. Record Attendance and Guests

Attendees:

Samantha Shupe

Nancy Neider

Laura D'Hulst
Steve Ballard

Excused: Scott Sluis

B.Call the Meeting to Order

S. Shupe called a meeting of the board of directors of Ogden Preparatory Academy to order on Thursday May 19, 2016 @ 4:37 PM at 1415 Lincoln Ave; Ogden UT 84404.

II. Public Comment

A.Public Comment Discussion

No Public Comment.

III. Finance

A.Finance Presentation

- Steve Finley reviewed the budget documents. We are at 83% of the year passed. Budget categories are identified in Red/Yellow in relation to the 83% mark. Everything is mostly on track. Equipment is high, but there shouldn't be anything else coming. Supplies are tight right now. We are running at \$119,000 in the negative. We need to hold off on any spending until next year.
- March enrollment is back up; we are expecting to do well as we transition to the ADM model. Our goal is to maintain 75% retention. We are above 80% retention.
- Next year's budget.
 - Local revenues are conservative. Early Intervention grant is significantly higher than years past. We got the 2nd highest amount of that awarded. WPU is increasing 4%. Special Education increased parallel to WPU increase. Other increases as outlined. Flexible allocation is going from unrestricted to restricted. Local replacement is going up due to legislation and property tax increases. TSSP is funds awarded to individual teachers, so it was removed from the budget. USTAR grant supplement was for one year, so that has decreased to original grant amount.
 - Some adjustments were made in Expense line items due to accounting practices.
 - Strong budget. Looking to maintain 5%.
 - Will need to maintain enrollment.

B.State Finance Response to the 2015 Audit

Natalie Grange sent letter of material weakness. Violation on one student who un-enrolled and re-enrolled and free/reduced application was not redone. Need to address discrepancy in revenues and UCA budget. Amie has met with Natalie Grange, and explained the issues. Procedures are put in place for re-enrolled students. Letter is ready for signatures.

IV. Closed Session

A.Enter Closed Session

N. Neider made a motion to Enter closed session to discuss the character, professional competence, physical, or mental health of an individual.

L. D'Hulst seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

L. D'Hulst Aye
N. Neider Aye
V. Ashton Absent
S. Shupe Aye
N. Bowsher Absent
S. Ballard Aye
S. Sluis Absent

B.Exit Closed Session

N. Neider made a motion to Return to opened session.
S. Ballard seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

S. Shupe Aye
N. Bowsher Absent
L. D'Hulst Aye
N. Neider Aye
S. Ballard Aye
V. Ashton Absent
S. Sluis Absent

V. Reports

A.Principal's Report

- DIBELS reports were distributed. DIBELS typical growth calculation was explained. Teachers under 48% typical growth were put on plans of improvement to use more intervention and small groups.
- Amy Curletto and Amanda Duke is moving to job share positions. Kate Passey is coming to 1st grade.
- Penney Hernandez will be a full part-time reading specialist next year.
- SAGE. Finished testing last week. 2% Parental Exclusions, increased from last year. 70% of those excluded were expected to do well. Pockets of great scores. Large focus on data this year. Assessment to Achievement data dive was last week. Data retrieved from teachers indicates that teachers need increased training on extraction and use of data.
- USBE is contemplating dropping the SAGE from the higher grades.
- Looking at possible tools of assessment/data. \$8/student and teacher training required.
- Assessment to Achievement has grown over the year. It took the teachers time to embrace the model.
- Potential teacher interview questions have been more data based than previously.
- We would like to move toward greater use of common assessments particularly in higher grades. Ogden District has built common assessments and assessments are required more often.
- Teachers at other schools have offered grade increases based on SAGE performance.
- 2 students are being taught through the summer based on their IEPs.
- Benefits and Payroll: Payroll schedule was adjusted to assist the MADS. Normal paycheck August 31, small paycheck on June 3. Paychecks moved to 5th and 20th from then on. August 20th paycheck will be the remainder of a normal paycheck from June 3. New agreements start payment on

September 5. New benefit package will start September 1. Red Apple will start doing payroll with the new agreements. We will send a letter to APlus to discontinue services giving 30 day notice.

- New teacher training will be 1-2 August to do a Leader in Me training and introduction to OPA. All existing teachers who haven't received Leader in Me training will be invited as well.
- Stephanie Mathers has fun focus groups with teachers to collect data on how to improve programs for next year.
- Staff communication tool. We have built a dashboard with a calendar, forms, resources, Friday communication. Goal to put all in one place.
- Considering merging OPAP0 and the Cultural Committee. Valerie Sluis has been a driving force in making the Cultural Committee successful.

B.Academic Excellence

Nothing to report.

C.Marketing and Community

Cultural event had community people come. Attendance could have been better. Spanish only zone became a barrier that people were afraid to cross. This limited movement. Attendance could be improved with student performances. Improved school attendance to associate with community members would be good. Food was fantastic. Amie would like to consider a food/truck/booth rally.

D.Board Development/Board Training

Nancy spoke with Board OnTrack for Board development. Nancy will be sending out a video on what Board OnTrack can do for us. Melissa is the membership specialist. It starts with governance and coaching on how to be a more effective Board. Melissa recommends 10 Board members. Steve recommends Board members of 5 or 7 with additional members on committees. Sam expressed concern of bringing on inactive board members. Board OnTrack offers support for keeping members involved and effective.

VI. Business Items

A.Principal Agreement

S. Ballard made a motion to Ratify principal agreement.
N. Neider seconded the motion.
The board **VOTED** unanimously to approve the motion.

B.ERATE

Total is approximately \$28,000. We pay 20%. Hardware upgrade/replacement.
Our 20% portion is in the budget.
S. Ballard made a motion to Approve ERATE.
L. D'Hulst seconded the motion.
The board **VOTED** unanimously to approve the motion.

VII. Consent Items

A.Approve Minutes: March 17, 2016

N. Neider made a motion to approve minutes.
L. D'Hulst seconded the motion.
The board **VOTED** unanimously to approve the motion.

B.Approve Minutes April 21, 2016

Minutes are not ready.

VIII. Board Meeting Assessment

A.What can we do to be more effective? What's keeping Amie awake at night?

Summer hours have been set. Kasey, Josh and Amie are doing a punch list for repairs needed. Deep cleaning in July.

IX. Closing Items

A.Adjourn Meeting

N. Neider made a motion to adjourn the meeting.

L. D'Hulst seconded the motion.

The board **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:00 PM.

Respectfully Submitted,
D. Deem