

Ogden Preparatory Academy
Board Meeting
2221 Grant Ave.
March 8, 2005

MINUTES

Present: Craig Bergeson, Debby Gomberg, Debbie Deem, Laura D'Hulst, Nancy Allen, Kathy Thornburg, Sheldon Killpack, Catina Martinez-Hadley

Guest: Jamie Renda

7:00 P.M. – Call to order

Old Business

- Approve Minutes – Nancy made a motion to approve the minutes for February. Debby G. made a second.
- Budget tweaking session – Kathy explained that she did meet with Jed to readjust the budget. She agreed that the surplus needed to get to a more conservative budget. Debbie D. stated that she and Kathy are still not sure that not having a vice-principal is the best avenue to pursue. Both feel that parents like OPA because of the Principal's presence in the class rooms. Kathy understands that budget projections are difficult at this point because of the uncertainties with the lease on the new building.
- Electronic work session – Craig asked the board if they felt that the electronic work sessions were effective. The two new board members did not realize that the discussion taking place prior to board meetings were work sessions. All agreed to continue with electronic work sessions for now, with everyone understanding what they are for.
- Schedule for next year – Kathy feels comfortable with the schedule that has been put together, because of the interest in parents to start and run interest clubs.
- Custodial Update – Kathy is very pleased with the new custodians. Jed will still run the numbers to determine if the budget will contain the flexibility to allow the employment of a school custodian.

New Business

Guest Comment:

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Jamie Renda: Concerned about the process for electing new board members. Would like to see the board reserve another position for parent election. Craig asked that this issue be put onto the work session agenda.

- Discuss the Adoption of a background check policy for Volunteers and Substitutes - Academica will look into the cost of having an internet based background check. Background checks should be left to the discretion of Kathy. Sheldon suggested putting it in the parents' handbook that any parent volunteering at the school is subject to a background check. Debby G. suggested having a policy on file. Sheldon committed to drafting a policy.
- Parent/Board Communication- Debbie D. said that OPAPPO puts out a newsletter every month in order to update parents on what is going on, as well as making the newsletter available on the school website. She feels that OPAPPO makes every effort to send home communication.
- Academica Management Contract – the board will take home the contract and read it for work session discussion. Catina explained that a new contract is necessary as OPA has a new charter.
- Capitalization/Expense Policy – Debbie D. made a motion to approve the policy. Laura made a second. Motion approved unanimously.
- Purchasing/Disbursement Policy – Debbie D. moved to approve the policy with the amendments. Eliminate the first sentence in the second paragraph and the phrase “for subsequent years”. To read: “Purchases over \$1,500 must be approved by the board. Debby G. made a second. Motion passed
- Debbie D. made a motion to designate the board treasurer as the blank check alternate. Nancy made a second. Motion passed unanimously.
- Nancy made a motion to allow the principal to make purchases up to \$5,000 for start-up purchases without board approval, specifically for the new building until November 1, 2005. Debbie D. made a second. Motion passed unanimously.
- OPAPPO Report
 - Land Trust Report – Debbie D. read the new report and answered

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questions from the board. Debby G. made a motion to approve the report as written. Nancy made a second. Motion passed unanimously.

- o Chinese Auction – Very successful, the parents had fun. The dinner made \$4,300. They would like to improve the food.
- o Was Utah Power responsible for power outage? No. Utah Power thought it was lightning. Cost of repair: \$7,400
- o What sort of benefit did we get from the flood when the roof leaked? Academica will research. They want to know why the bookcases and library books have not been replaced.

- Staff Report

- o Math Teacher Proposal Kathy stated that many states are offering incentives for teachers who specialize in certain content areas, because of the demand and scarcity. Kathy proposed to the board that she offer a \$2,000 signing bonus as well as a 10% increase above their appropriate pay scale (based on Ogden City School District). Debby G. felt that Kathy's proposal was not unusual and stated that it commonly happens, particularly with math teachers. Debby G. also suggested that the contract contain a clause that employment is contingent upon background and reference check. Sheldon informed the board that those contingencies are present in the contract. He also stated that as an at-will state we have the right to terminate the contract if everything does not pan out. Debby G. asked if there were anyone on the staff who might be interested in becoming this math teacher, through more education etc. Kathy stated that she would be very succinct with the staff in order to communicate that they have this opportunity.
- o TA Salaries – Kathy proposed that the board increase TA salaries to \$9.00/hr if they have passed the Para Praxis and to \$9.50/hr if they have an associate's degree and \$10.00 for a bachelor's degree.
- o School Calendar - Kathy has taken the calendar back to 180 days, removing the snow days.
- o STAR review – Sherlene Hillan was commended on her record keeping, nutritious meals, and free/reduced lunch count etc.
- o Catina will find out what OPA needs to get a kitchen permit from the Health Dept.
- o Craig found a curriculum that assesses the Spanish proficiency of students in the same way that it is done at Weber State University. The assessments are tailored for young learners.

- Academica Report

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- o OPA Credit Card – Academica will write a policy for travel expenditures/credit cards.
- o Sheldon shared with the board that every Tuesday, Academica will meet with the administrator for a weekly update. We will provide an updated budget. Sheldon would like to do board training at the board's convenience.
- o Sheldon gave a legislative update.

9:10 P.M. Adjourn

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