



Ogden Preparatory Academy

Work Session Minutes

Wednesday, August 17, 2011

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

In Attendance: Laura D'Hulst, Nancy Allen, Monica Godfrey, Nancy Favero (OPA Secondary Counselor), Ryan Arrington (Academica West), Dawn Kawaguchi (Academica West), Kathy Thornburg (OPA Principal), Robert Mitchell (OPA Asst. Principal), Samantha Shupe and Hilary Wahlen (4:44 p.m.)

Excused: Catina Martinez

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

4:35 PM - Call to order by Laura D'Hulst

Comprehensive Guidance Presentation by Nancy Favero – Ms. Favero stated that she has a state review coming up. There are twelve steps within this review and the first step of the review is to complete presentation on comprehensive guidance to the board of directors. The state also requires a letter from the board that states that they have heard in this presentation. Nancy briefly reviewed the Student Educational Occupational Plan (SEOP) process and policies. She explained that there is a new electronic SEOP. She will meet with all Jr. High students. She will start a portfolio that will include all of their achievements for each student that they will take with them to high school. Ms. Favero answered a few questions that the board asked about the program. She will start with the 9th graders. We are applying this year and it will be a two year process. Nancy encouraged the board to make an appointment to discuss in further detail the program as well as to sit in on a SEOP with her.

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

- ❖ Discuss Crossing Guards – Kathy briefly explained that Ogden City will provide us with crossing guards but we will have to pay for them. The cost will be \$6,000 for the year. They will report to the directly to the city.
- ❖ Discuss Head Injury Policy – Kathy briefly reviewed the Concussion and Head Injury Policy. This policy is required by the state (HB 204). It is mostly for high school football but all schools must have one. The city is going cutting us a great deal so that we can have all of our teachers CPR certified. Nancy asked if the board members can attend the training because she is interested.
- ❖ Discuss 2011-2012 School Lunch Price – Kathy reported that the state lunch program is requiring that the lunch average should be \$1.63. In order to be at the state average, we will have to raise the elementary and secondary lunch price .05¢ each. There was discussion on the nutrition value on our lunches and how we can make it better.
- ❖ Discuss UAPCS Membership – Kathy wanted to bring to the table the UAPCS membership because we have received an annual invoice. There was a brief discussion on if the board would like to join this year. The board would like to still hold off but keep up to date on what they are accomplishing.

In compliance with the Americans with Disabilities Act, persons needing auxiliary communicative aids and services for these meetings should call Dawn Kawaguchi at 801-444-9378, giving at least three working days notice.

REPORTS

❖ **Academica West**

- Review 2011-2012 Budget as of July 31, 2011 – Ryan briefly reported the budget as of July 31, 2011. We are currently in the middle of our annual audit. These figures may change due to some accruals but it won't be significant. This is the first year that we will have a single federal audit because more than \$300,000 of federal money was expended in a single year.

❖ **OPAPO Report** – Samantha Shupe

- We have almost a whole new board
 - ✓ Good representation from both elementary and secondary
- Yearly budget has been done
 - ✓ Kindergarten classes got \$500 for supplies
 - ✓ Mats for the PE classes
 - ✓ Photography and Sports programs
- We are updating our bylaws to correspond with our new hierarchy
- Carnival coming up
- T-shirt update – they did not come in on time for Back to School Night
 - ✓ New logo
 - ✓ Cost is \$10
 - ✓ We hope to have them by the carnival
- Update on uniform exchange – It was very successful. We will have another one in January.

❖ **Principal Report** – Kathy Thornburg

- State of the School
 - ✓ Review of new hires
 - ✓ Student enrollment numbers lost to attrition
 - ✓ We have a waiting list on immersion
 - ✓ Rotations in Elementary
 - ★ All elementary teachers have a reading endorsement
 - ✓ Drop off is now valet service
 - ✓ Review of Secretary changes
 - ★ Brandy is now in the intermediate bldg
 - ✓ AYP and UPASS results – WE MADE IT!
 - ★ Expansion impacted our scores

Kathy led a discussion on insurance concerns. Our monthly health premium increased 20%. We did not increase the stipend this year but Kathy is asking for the board to look at increasing the stipend or the salary next year. AW is currently bidding out other companies to try and get cheaper rates. There was a discussion on how and why the premiums are increasing so much.

Bobby gave a brief review of where they are with the accreditation process.

OTHER BUSINESS ITEMS

❖ **Calendaring Items – ALL**

- Set 2011-2012 Board Meeting Schedule
 - ✓ Change April meeting to the 18th

6:10 PM Nancy Allen made a motion to ADJOURN. Monica Godfrey seconded the motion. Motion passed unanimously. (Duration 1:35:53)