



OGDEN PREPARATORY ACADEMY

Ogden Preparatory Academy

OPA Board of Directors Meeting

Date and Time

Thursday February 10, 2022 at 4:30 PM MST

Location

1435 Lincoln Avenue
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.

Agenda

	Purpose	Presenter	Time
I. Opening Items			4:30 PM
A. Record Attendance		Stefanie Zwygart	1 m
B. Call the Meeting to Order		Stefanie Zwygart	
C. Approve Minutes	Approve Minutes	Stefanie Zwygart	1 m
Approve minutes for OPA Board of Directors Meeting on January 12, 2022			
D. Opportunity for Public Input		Stefanie Zwygart	5 m
E. Opportunity for Public Input on FY23 Fee Schedule		Stefanie Zwygart	5 m
II. Finance			4:42 PM
A. Financial Review	FYI	Spencer Adams	10 m
B. Copy Machine	Vote	Debbie Deem	5 m

	Purpose	Presenter	Time
One of the copy machines at the Elementary has been leased. The lease is up in March, so it will need to be replaced.			

III. Administrative Report 4:57 PM

A. Building	Vote	Debbie Deem	15 m
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We would like to expand the space at OPA.
 We propose building a new building in the South-East corner of the property to house the following:

- PreSchool/Daycare
- Kindergarten
- "District" Offices
- Technology/Assessment Center
- 4-5 Junior High classrooms.

By removing 4-5 classrooms from each building, it will improve the space constraints substantially.
 Having a Technology and Assessment center will allow classrooms to explore different subjects, and improve assessment scheduling.
 We believe adding a pre-school/daycare will improve our kindergarten readiness and keep us competitive in the current educational market.
 Removing "District" personnel, Director (Business, Finance, HR), Academic Director, Special Education Director, IT Director, will free up space in the buildings as well as reduce some confusion for supervisory roles.

It is proposed to begin the process now, so we can be ready for occupancy Fall, 2023 (FY24).

To begin, we require an RFP for a financial advisor, a general contractor, and an architect.

Attached is a board action memo with a suggested motion to approve necessary RFPs.

B. Administrative Board Report	FYI	Administrative Team	10 m
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C. Continuation of Distance Learning	Vote	Debbie Deem	5 m
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The governing board must pass a motion to request the charter amendment for a continued distance program as outlined in the SCSB Distance Program Form. In writing, the governing board requests the amendment of the SCSB.
 This will cover the school for any virtual learning days post FY22.

Possible Motion:
 Motion to request a charter amendment to allow for a continued distance program.

D. Employee Of the Month	FYI	Stephanie Wright	5 m
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E. RCD Training	FYI	Teryl Young	10 m
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IV. Other Business 5:42 PM

A. Other Discussion Items	Discuss	Stefanie Zwygart	5 m
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Annual Trainings for Board Members:
 Open Meetings Act - Annually (completed: Bill)
 School Land Trust - Annually (completed: Stefanie, Bill, Jessica)
 State Auditor Trainings - only once per term. (Completed: Tyler)

	Purpose	Presenter	Time
V. Closing Items			5:47 PM
A. Adjourn Meeting	FYI	Stefanie Zwygart	