



Ogden Preparatory Academy

OPA Board of Directors Meeting

Published on March 8, 2023 at 5:14 PM MST
Amended on March 8, 2023 at 10:24 PM MST

Date and Time

Thursday March 9, 2023 at 4:30 PM MST

Location

1435 Lincoln Avenue
Ogden UT 84404

The Mission of the Ogden Preparatory Academy Charter School is to provide a challenging curriculum where academic excellence, character development, and individual growth are nurtured in a safe and happy environment that involves the active participation of students, teachers, parents and community members.

Agenda

	Purpose	Presenter	Time
I. Opening Items			4:30 PM
A. Record Attendance		Sara Mejeur	1 m
B. Call the Meeting to Order		Sara Mejeur	1 m
C. Approve Minutes	Approve Minutes	Sara Mejeur	5 m
	Approve minutes for OPA Board of Directors Meeting on February 9, 2023		
D. Approve Minutes	Approve Minutes	Sara Mejeur	5 m
	Approve minutes for OPA Board of Directors Meeting, Electronic on February 22, 2023		

	Purpose	Presenter	Time
E. Opportunity for Public Input	Discuss	Sara Mejeur	5 m
F. Ratify votes from February Board Meetings	Vote	Sara Mejeur	5 m

Since there was not an in-person quorum present at the February 9 and February 12 Board meetings, all votes must be ratified.

February 9, 2023

- Approved the minutes from the January 12, 2023 Board Meeting
- Approved the HVAC control upgrade.
- Approved the Les Olsen quote for the phone system to support all buildings.
- Approval to enter and exit an Executive Session to protect the privacy of an individual.
- Approved adding Esteban Trevino as a voting Board member to the Ogden Preparatory Academy Board of Directors.
- Approved the School Land Trust Plan for FY24.
- Approved the updates and revisions for the School Improvement Framework Policy, the Background Check Policy, and the Cash Handling Policy.

February 22, 2023

- Approve the e-Rate proposal Recommended by Net Diverse.

II. Finance

4:52 PM

A. Financial Review	Discuss	Spencer Adams	5 m
B. Leader in Me Membership Fee for FY24	Vote	Kasey Kennington	5 m

Annual renewal for Leader in Me.
\$8,969.75

C. Sod purchase and installation	Vote	Debbie Deem	5 m
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Replace the sod in the South of the Elementary Building.

D. Kitchen Management Software	Vote	Debbie Deem	5 m
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All kitchen reporting has been done manually. At a recent training, we were informed of software options that automate much of this process. After reviewing the list of USBE approved items, we found Titan/Linq to provide all the functionality we require.

Proposal to purchase Linq (Titan) Kitchen Management Software for \$13,370.00 for 3 years.

Note: This may be paid year to year.

	Purpose	Presenter	Time
E. Parking Lot resurfacing	Vote	Debbie Deem	5 m
F. Carpeting and Painting	Vote	Debbie Deem	5 m

According to our facilities long term plan, we will be carpeting 7 rooms each year, and painting the hallways and stairwells as well as 7 rooms each year. We have been collecting bids each year to the extent possible, however, we would like to stay with Wall to Wall for carpet, and Daniel Solorio for painting.

III. Administrative Report **5:22 PM**

A. Administrative Board Report	Discuss	Administrative Team	15 m
B. MOY Data Review	FYI	Stephanie Wright	5 m
C. Board On Track Usage	Vote	Debbie Deem	5 m

Board on Track has agreed to provide us the services we need for \$2,495/year,.

D. FY24 Salary Schedules	Vote	Debbie Deem	5 m
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With the Utah Legislatures recent passing of the increase to teacher salaries, we have increased the base of our salary schedules. The increase will only affect employees with active CACTUS accounts, thus the base changes will only affect the Teachers and Administrators.

E. Fee Schedule	Vote	Debbie Deem	5 m
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Request to approve the Fee Schedule Policy revisions.

F. Custodial Services	Vote	Debbie Deem	5 m
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We have contracted with Advanced Building Care for the last several years for custodial services. With the addition of the new building, and the end of the current contract, it was necessary to review this provider.

Proposal to approve the quote from Advanced Building Care.

G. Landscaping and Snow Removal	Vote	Debbie Deem	5 m
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Review of annual services.

Proposal to accept the Wangsgaard's Landscaping and Construction proposal.

IV. Policies **6:07 PM**

A. Policy Updates	Vote	Stephanie Mathers	5 m
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1. Reviews with proposed edits:
 1. Alternate Language Services Policy

Purpose Presenter Time

V. Other Business

6:12 PM

A. Required Trainings

FYI

State Auditor Training due

Annual Trainings for Board Members:

Open Meetings Act - Annually (completed: Start fresh!)

School Land Trust - Annually (completed: Start fresh!)

State Auditor Trainings - only once per term. (Completed: Sara, Jessica, Stefanie)

USBE Internal Audit Trainings - only once (completed: Stefanie, Bill, Sara, Jessica)

B. Auditor Review

Discuss

Debbie Deem

5 m

Do you wish to review our Auditor services this year, or stay with Eide Bailey?

VI. Closing Items

6:17 PM

A. Adjourn Meeting

FYI

Sara Mejeur