



# Ogden Preparatory Academy

## OPA Board of Directors Meeting

Published on May 17, 2023 at 10:55 AM MDT

Amended on May 17, 2023 at 10:56 AM MDT

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### Date and Time

Thursday May 18, 2023 at 4:30 PM MDT

### Location

1435 Lincoln Avenue

Ogden UT 84404

Junior High Library

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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.

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### Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>4:30 PM</b>
<b>A. Call the Meeting to Order</b>			
The Board of Directors will be touring the Early Childhood Center from 4:30 to approximately 4:45 pm.			
<b>B. Record Attendance</b>			1 m
<b>C. Approve Minutes</b>	Approve Minutes	Sara Mejeur	1 m
Approve minutes for OPA Board of Directors Meeting on April 13, 2023			

	Purpose	Presenter	Time
<b>D.</b>	Opportunity for Public Input		5 m
<b>E.</b>	Ratify votes from February and March meetings. Vote	Sara Mejeur	5 m

Since there was not an in-person quorum present at the February 9, February 12, March 9, or March 23 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

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

#### March 9, 2023

- Approved the Leader In Me Membership renewal fee.
- Approved the purchase of the Linq/Titan Kitchen Management Software.
- Approved the resurfacing of the parking lot bid from Morgan Pavements.
- Approved the usage of Wall 2 Wall for carpeting and Daniel Solario for Painting.
- Approved the usage of Board on Track for the reduced fee.
- Approved the proposed FY24 Salary Schedules.
- Approved the Fee Schedule.
- Approved the custodial services agreement with Advanced Building Care.
- Approved the landscaping and snow removal agreement with Wangsgaards Landscaping and Construction.
- Approved the revisions to the Alternative Languages Services Policy.

#### March 23, 2023

- Approved the sod purchase and installation from Ogden Lawn and Landscape with the protective mesh to be installed over the sod.
- Approved the purchase of the chromebooks from Bluum without the warranty.

April 13, 2023

- Approved minutes for the March 9 and March 23 Board Meetings.
- Approved the purchase of No Red Ink.
- Approved the FY24 School Calendar
- Approved the Director's Evaluation
- Approved the amendments to the following policies:
  - Tuition Reimbursement
  - Employee Immigration Policy
  - Safe School Policy

<b>F. Calendar Adjustments</b>	Vote	Debbie Deem	5 m
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Back to School Night moved from August 17 to August 14 for Pre-K and grades 1-6. Preschool and Daycare will start August 15 with Grades 1-9; only Kindergarten will be delayed.  
 Kindergarten Back to School Night will be August 17.  
 Virtual Learning Days will be called At-Home Learning Days.

**II. Finance 4:47 PM**

<b>A. Financial Review</b>	FYI	Debbie Deem	5 m
<b>B. Transfer money to a CD.</b>	Vote	Spencer Adams	5 m
<b>C. Fraud Risk Assessment</b>	Discuss	Debbie Deem	5 m

We are required to complete a Fraud Risk Assessment annually and submit it to the state auditors.  
 We pride ourselves in the systems we have put in place to reduce risk and mitigate fraud.

<b>D. Audit Committee</b>	Discuss	Debbie Deem	5 m
<b>E. Playground Ground Cover</b>	Vote	Debbie Deem	5 m
<b>F. Outdoor Classroom</b>	Vote	Debbie Deem	5 m

Outdoor Classroom Space

- Picnic Tables
- Trash Cans

Landscaping (back area description = outdoor classroom space)

	Purpose	Presenter	Time	
<b>G.</b>	Safe And Civil Schools Foundations Program	Vote	Shevon Lopez	5 m
<b>H.</b>	UEPC Bridgeworks Turnaround Support	Vote	Debbie Deem	5 m
	<p>UEPC Bridgeworks is a University of Utah affiliated group which works to support schools in Turnaround. OPA is not currently in Turnaround; however, we wanted to be proactive in ensuring we are on the right path to where we want to be. This group will provide training, coaching, and mentorship throughout the year.</p> <p>To start, they were on campus May 15 to do a needs assessment that will help to create our School Improvement Plan. They will develop a support plan thereafter.</p>			
<b>I.</b>	Something To Talk About FY24 Contract	Vote	Debbie Deem	5 m
	Proposed contract for FY24 Speech Services.			
<b>J.</b>	Jamf 4 year agreement	Vote	Debbie Deem	5 m
	<p>Replacing Jumpcloud with Jamf.</p> <p>1 year cost is \$2,160, 4 year cost is \$6,960.</p>			
<b>K.</b>	Math Manipulatives	Vote	Stephanie Wright	5 m
	We received a grant from 100% for Kids and the STEM Action Center to purchase manipulative kits to support the new Ready Math Curriculum.			
<b>L.</b>	Furniture and Supplies Purchases	Vote	Debbie Deem	10 m
	<p>Furniture: \$250,000</p> <ul style="list-style-type: none"> <li>• 32 Shelving units</li> <li>• 7 Filing Cabinets</li> <li>• 230 Student Chairs</li> <li>• 340 Student Desks</li> <li>• 60 Tables</li> <li>• 10 Teacher Chairs</li> <li>• 21 Teacher Desks</li> <li>• 30 White Boards</li> <li>• 30 Bulletin Boards</li> <li>• Assessment and Technology Center furniture</li> <li>• Art Room furniture</li> <li>• Science Room furniture</li> <li>• Board Room Furniture</li> <li>• Miscellaneous Furniture items (flexible seating, beanbags, couch, changing tables...)</li> </ul>			

	Purpose	Presenter	Time
PreSchool and Daycare Rooms Supplies and Furniture			
	• \$81,459.89		
Kitchen Equipment			
	• \$76,479.18: Refrigerators, Freezers, oven, serving tables... ECC		
	• \$30,000: milk cooler, prep tables, pan racks, washer and dryer, cafeteria tables		
Refrigerators - 3 (Daycare, Nursery, ECC Workroom)			
	• \$3,500		

<b>M.</b>	ELLevation Renewal	Vote	Stephanie Wright	5 m
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ELLevation is the platform that we house our Multi Language Learner (ML) data on as well as other Title III forms such as parent letters, student reports, and monitoring forms. It also provides professional learning modules for teachers as well as resources to support students in the classroom.

We would like to renew this for another school year.

<b>N.</b>	Projectors for ECC and JH Gyms	Vote	Debbie Deem	5 m
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<b>III.</b>	<b>Administrative Report</b>			<b>6:02 PM</b>
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<b>A.</b>	Administrative Board Report	FYI	Debbie Deem	5 m
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<b>B.</b>	Update school vision	Vote	Debbie Deem	5 m
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Our vision is long and unknown by stakeholders. We propose a change.

Current Vision:

The Vision of Ogden Preparatory Academy is to provide all students with quality academic growth while inspiring lifelong learning, service, and leadership. 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's students will gain confidence and a sense of self-worth that will prepare them to face the challenges in a competitive world.

	Purpose	Presenter	Time
Proposed Vision: The Vision of Ogden Preparatory Academy is to provide all students with opportunities for quality academic growth while inspiring lifelong learning, service, and leadership.			
<b>IV. Executive Session</b>			<b>6:12 PM</b>
<b>A.</b> Motion to enter an executive session to protect the privacy of an individual.	Vote	Sara Mejeur	5 m
<b>B.</b> Motion to exit the Executive Session	Vote	Sara Mejeur	5 m
<b>C.</b> New Board Member	Vote	Stefanie Zwygart	5 m
<b>V. Policy Updates</b>			<b>6:27 PM</b>
<b>A.</b> Policy Updates	Vote	Stephanie Mathers	5 m
Reviews with proposed edits:			
<ul style="list-style-type: none"> <li>• Student/Parent Handbook</li> <li>• Benefits Handbook</li> <li>• Field Trip Policy (4.01.POL)</li> <li>• Animals Inside the School Policy (6.24.POL)</li> </ul>			
New Policy			
<ul style="list-style-type: none"> <li>• Elevator Use Policy (5.05.POL)</li> </ul>			
Policy to Archive			
<ul style="list-style-type: none"> <li>• Utah Educator Standards (6.17.POL)</li> </ul>			
<b>VI. Other Discussion</b>			<b>6:32 PM</b>
<b>A.</b> Discussion	Discuss	Debbie Deem	5 m
<b>VII. Closing Items</b>			<b>6:37 PM</b>
<b>A.</b> Adjourn Meeting	FYI	Sara Mejeur	