



# Ogden Preparatory Academy

## OPA Board of Directors Meeting

Published on August 9, 2023 at 4:05 PM MDT  
Amended on August 16, 2023 at 7:52 AM MDT

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### Date and Time

Thursday August 17, 2023 at 4:30 PM MDT

### Location

1487 Lincoln Avenue  
Ogden UT 84404

Board Room (upstairs)

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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.</b> Call the Meeting to Order			
	The Board of Directors will be touring the Early Childhood Center from 4:30 to approximately 4:45 pm.		
<b>B.</b> Record Attendance			1 m
<b>C.</b> Approve Minutes	Approve Minutes	Sara Mejeur	1 m

	Purpose	Presenter	Time
	Approve minutes for OPA Board of Directors Meeting on June 28, 2023		
<b>D.</b>	Opportunity for Public Input		5 m
<b>E.</b>	Ratify June 28 Votes		5 m

The OPA Board of Directors approved the following in the 06-28-2023 Board meeting:

1. 06-08-2023 Minutes
2. Final FY23 budget
3. Initial FY24 budget
4. Insurance renewal
5. Lexia Software Purchase
6. Waterford Renewal
7. Renaissance-Star Reading Assessment Renewal
8. Junior High Math Diagnostic Assessment acquisition
9. Flashlight 360 purchase
10. i-Ready Renewal
11. Fencing proposal
12. LETRS supplemental materials purchase
13. FY24 Board Meeting Schedule
14. Proposed Bylaws edits
15. Employee Handbook updates

**II. Finance 4:42 PM**

<b>A.</b>	Financial Review	FYI	Spencer Adams	5 m
<b>B.</b>	CD and Money Market Account	Vote	Debbie Deem	5 m

Previously, the Board voted to move some funds into CDs with Mountain America Credit Union. After the vote, the Credit Union's rates have changed. When discussing the fund transfer with Zion's, they agreed to the following rates:

- 12 Month CD – 5.25% APY
- 48 month CD – 4.00% APY

Zions also has a sweep money market account with higher interest than the checking account. The finance team recommends sweeping our checking funds into the money market account to take advantage of the increased interest.

<b>C.</b>	ECC Blinds	Vote	Debbie Deem	5 m
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One West will provide blinds for the classrooms as part of their agreement. We need blinds for the office windows.

	Purpose	Presenter	Time	
	Current bid from Budget Blinds \$9,963. We reached out for other bids, but have not received any responses.			
<b>D.</b>	Chromebook Licenses	Vote	Debbie Deem	5 m
	We purchased 180 new chromebooks in the spring. We were hoping to free up some licenses, so we wouldn't have to buy a full 180; however, we were unable to. Proposal: Ratify the purchase of 180 Chromebook licenses.			
<b>E.</b>	Elementary Library cabinets and shelves	Vote	Debbie Deem	5 m
	We propose adding book shelves, and additional cabinets to the Elementary Library. Woodcreek Cabinetry installed the cabinets in the ECC, and has quoted \$6,140 for 5 tall bookshelves, 1 short bookshelf, and 10 feet of cabinets with countertop.			
<b>F.</b>	Re-Key JH and possibly Elementary	Vote	Debbie Deem	5 m
	The Elementary classrooms were upgraded to lock from the inside. The JH classrooms do not lock from the inside. We propose re-keying the JH to match the ECC key system for continuity and to get the door locks into compliance with safety protocols. It would be helpful to update the Elementary as well, but it doesn't have the same safety concerns. Total project between \$30,000 and \$60,000 depending on scope and installation requirements.			
<b>III.</b>	<b>Administrative Business</b>			<b>5:12 PM</b>
<b>A.</b>	Administrative Board Report	FYI	Debbie Deem	5 m
<b>B.</b>	FY24 School Plan	Vote	Debbie Deem	5 m
<b>C.</b>	Special Education Policy and Procedures Manual	Vote	Elizabeth Callison	5 m
	This has been submitted to USBE for preapproval.			
<b>D.</b>	Early Literacy Plan	Vote	Stephanie Wright	5 m
<b>IV.</b>	<b>Policy Updates</b>			
<b>V.</b>	<b>Other Discussion</b>			<b>5:32 PM</b>
<b>A.</b>	Discussion	Discuss	Debbie Deem	5 m
<b>VI.</b>	<b>Closing Items</b>			<b>5:37 PM</b>

	Purpose	Presenter	Time
<b>A.</b> Adjourn Meeting	FYI	Sara Mejeur	