



# Ogden Preparatory Academy

## OPA Board of Directors Meeting

Published on September 17, 2025 at 9:49 AM MDT

---

### Date and Time

Thursday September 18, 2025 at 4:30 PM MDT

### Location

1487 Lincoln Avenue  
Ogden UT 84404

Board Room (ECC upstairs)

---

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
<b>I. Opening Items</b>			<b>4:30 PM</b>
<b>A.</b> Record Attendance			1 m
<b>B.</b> Call the Meeting to Order			
<b>C.</b> Approve Minutes	Approve Minutes	Sara Mejeur	1 m

Approve minutes for OPA Board of Directors Meeting on June 19, 2025

	Purpose	Presenter	Time
<b>D. Approve Minutes</b>	Approve Minutes	Sara Mejeur	5 m
Approve minutes for OPA Board of Directors Hearing on September 4, 2025			
<b>E. Opportunity for Public Input</b>	Discuss	Sara Mejeur	5 m
<b>F. Ratify Votes from Board Meeting on June 19, 2025</b>			

1. Approved minutes from 3/20/2025 and 5/15/2025
2. Approved the addition of the Cyber Legal Liability Policy.
3. Approved the final budget for FY25.
4. Approved the initial budget for FY26.
5. Approved the close of the short term CD.
6. Approved the addition to the HVAC project for the economizers.
7. Approved the change to Elevate for the phone system.
8. Approved the purchase of a new copy machine.
9. Approved the purchase of new kitchen office furniture.
10. Approved the renewal of the curricular materials.
11. Approved a 3 year purchase of Teach FX.
12. Approved the expansion of Read 180 and the purchase of Math 180.
13. Approved the FY26 Board Meeting Schedule.
14. Approved the FY26 School Plan.
15. Approved the updates to the Student and Parent Handbook, and the Data Governance Plan.
16. Meeting Adjourned.

**II. Finance 4:42 PM**

<b>A. Budget Review</b>	Discuss	Spencer Adams	10 m
<b>B. TSSA Budget Plan</b>	Vote	Debbie Deem	5 m
Allocation: \$339,669			
40% to Salaries: \$135,867.60			
Remainder to support Librarians and Technology support personnel.			
Librarians: \$201,875			
Technology Specialists: 98,274			
<b>C. Snow Removal</b>	Vote	Debbie Deem	5 m
Last year: EarthWorks: \$11,454			

	Purpose	Presenter	Time	
Bids:				
1. EarthWorks: per push - pricing same as last year. 2. Rubicon <ol style="list-style-type: none"> <li>1. Gold: \$22,348.13 (salt and ice melt not included)</li> <li>2. Platinum: \$33,522.26 (salt and ice melt not included)</li> </ol>				
<b>D.</b>	Elementary Bathroom Vents	Vote	Debbie Deem	5 m
The Elementary bathrooms lack adequate air flow, so the particulate levels are higher than recommended for safety. Jensen provided a quote. Several other companies were contacted, but did not follow through with bids.				
<b>E.</b>	Live Scan Equipment	Vote	Debbie Deem	5 m
The Live Scan equipment we use for background checks no longer functions.				
3 Options:				
<ul style="list-style-type: none"> <li>• HID w/Laptop: \$12,812.97</li> <li>• DataWorks               <ul style="list-style-type: none"> <li>◦ Biometric w/Laptop: \$5,600</li> <li>◦ Biometric w/Desktop: \$5,100</li> <li>◦ Crossmatch Patrol w/Laptop: \$6,050</li> <li>◦ Crossmatch Patrol w/Desktop: \$5,500</li> </ul> </li> <li>• PrintScan: \$6,000 (computer not included)</li> </ul>				
<b>III.</b>	<b>Administrative Business</b>			<b>5:12 PM</b>
<b>A.</b>	Administrative Board Report	FYI	Administration	10 m
<b>B.</b>	Early Learning Plan Review	Discuss	Angela McPhee	5 m
<b>C.</b>	LEA Specific Licenses	Vote	Debbie Deem	5 m
1. Daelynn Freeman <ol style="list-style-type: none"> <li>1. AEL License with CTE Endorsement</li> <li>2. Needs Health Endorsement</li> </ol>				
2. Suzy Hinsley <ol style="list-style-type: none"> <li>1. PEL License for Counseling</li> </ol>				

	Purpose	Presenter	Time	
	<ul style="list-style-type: none"> <li>2. Needs Secondary License for Hope Squad</li> </ul>			
	<ul style="list-style-type: none"> <li>3. Kaylee Kendall <ul style="list-style-type: none"> <li>1. PEL License with History and ELA endorsements</li> <li>2. Needs Food Science and Nutrition Endorsement</li> </ul> </li> </ul>			
	<ul style="list-style-type: none"> <li>4. Megan Luevano <ul style="list-style-type: none"> <li>1. Finished Education degree sans license.</li> <li>2. Needs Elementary Education License.</li> </ul> </li> </ul>			
	<ul style="list-style-type: none"> <li>5. Phil Mendelson <ul style="list-style-type: none"> <li>1. Elementary Education PEL</li> <li>2. Needs Secondary License with mathematics endorsement.</li> </ul> </li> </ul>			
	<ul style="list-style-type: none"> <li>6. Jessica Nateras <ul style="list-style-type: none"> <li>1. One more class to finish Education degree with license.</li> <li>2. Needs Elementary Education License.</li> </ul> </li> </ul>			
	<ul style="list-style-type: none"> <li>7. John Norvell <ul style="list-style-type: none"> <li>1. Renewing LEA-S license</li> </ul> </li> </ul>			
	<ul style="list-style-type: none"> <li>8. Ariana Romero <ul style="list-style-type: none"> <li>1. Renewing LEA-S license</li> </ul> </li> </ul>			
<b>D.</b>	Training	Vote	Debbie Deem	15 m
	<ul style="list-style-type: none"> <li>1. Open Meetings</li> <li>2. School Land Trust <ul style="list-style-type: none"> <li>1. <b>Goals:</b> <ul style="list-style-type: none"> <li>1. 55% of Junior High students will meet or exceed their typical growth goal on the math diagnostic tool.</li> <li>2. 65% of Elementary students will meet or exceed their typical growth goal on the math diagnostic tool.</li> </ul> </li> </ul> </li> <li>3. Rules of Order (vote required)</li> </ul>			
<b>E.</b>	Audit Committee Review	Vote	Debbie Deem	5 m
	Audit Committee			
	<ul style="list-style-type: none"> <li>1. Sara Mejeur</li> <li>2. Brittany Lucas</li> <li>3. Stefanie Zwygart</li> <li>4. Pablo Valiente</li> <li>5. Debbie Deem</li> </ul>			
<b>F.</b>	Policies	Vote	Debbie Deem	5 m

	Purpose	Presenter	Time
New Policies			
<ul style="list-style-type: none"> <li>• SHiNE</li> <li>• 504</li> </ul>			
Updated Policies			
<ul style="list-style-type: none"> <li>• FMLA/Parental Leave</li> </ul>			
<b>IV. Other Business</b>			<b>5:57 PM</b>
<b>A. Discussion</b>	Discuss	Debbie Deem	5 m
<b>V. Closing Items</b>			<b>6:02 PM</b>
<b>A. Adjourn Meeting</b>	Vote		