



# OGDEN PREPARATORY ACADEMY

## Ogden Preparatory Academy

### OPA Board of Directors Meeting

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#### Date and Time

Thursday October 14, 2021 at 4:30 PM MDT

#### Location

1435 Lincoln Avenue  
Ogden UT 84404

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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.

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#### Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>4:30 PM</b>
<b>A. Record Attendance</b>		Stefanie Zwygart	1 m
<b>B. Call the Meeting to Order</b>		Stefanie Zwygart	
<b>C. Approve Minutes</b>	Approve Minutes	Stefanie Zwygart	1 m
Approve minutes for OPA Board of Directors Meeting on September 9, 2021			
<b>D. Consent Calendar</b>	Vote	Stefanie Zwygart	5 m

1. Ratify votes from the August 12 Meeting:
  1. Go Guardian Site License purchase
  2. i--Ready Site License purchase
  3. Air Purifier purchase and installation
  4. TSI Plan'
  5. Early Learning Plan
  6. Quarantine Policy
  7. ESSER II Revision
  8. ESSER III Plan
  9. School Land Trust Revision

- |   | Purpose | Presenter | Time |
|---|---------|-----------|------|
| 2. Ratify Votes from Sept 9 Meeting.  |         |           |      |
| 1. Release of Nick Bowsher  |         |           |      |
| 2. Appointment of Mark Swenson  |         |           |      |
| 3. Closed session decision  |         |           |      |
| 4. Chromebook purchase  |         |           |      |
| 5. Smoke/Vape detector purchase and installation                                  |         |           |      |
| 6. Wellness program purchase  |         |           |      |
| 7. Spain Field trip cancellation  |         |           |      |
| 8. LEA license approvals  |         |           |      |
| 9. Policy reviews/approvals:  |         |           |      |
| 1. Wellness Policy  |         |           |      |
| 2. Electronic Meetings Policy   |         |           |      |
| 3. Concussion Policy  |         |           |      |
| 4. Harassment Policy  |         |           |      |
| 5. Special Education Policies and Procedures                                      |         |           |      |
| 3. Policies to be reviewed and re-approved  |         |           |      |
| 1. Capitalization and Expense Policy. Last approved 10/8/2008. No updates needed. |         |           |      |
| 2. E-rate gift policy. Last revised 9/11/2013. No updates needed.                 |         |           |      |

**II. Executive Session 4:37 PM**

- |   |      |                     |      |
|---|------|---------------------|------|
| <b>A. Enter Closed Session</b>                    | Vote | Stefanie<br>Zwygart | 15 m |
| To protect the privacy of an individual.          |      |                     |      |
| <b>B. Exit Closed Session</b>                     | Vote | Stefanie<br>Zwygart | 10 m |
| <b>C. Decision(s) made during closed session.</b> | Vote | Stefanie<br>Zwygart | 5 m  |

This is an opportunity for the Board to vote on any items discussed during the closed session that require a Board vote.

**III. Finance 5:07 PM**

- |   |      |                  |      |
|---|------|------------------|------|
| <b>A. Financial Review</b>  | FYI  | Spencer<br>Adams | 10 m |
| <b>B. Outdoor Learning Center</b>   | Vote | Debbie Deem      | 10 m |
| Teresa Hislop has worked to procure an outdoor learning grant that will match up to \$10,000 towards the establishment of an outdoor learning space. We propose adding a pavilion/bowery to the garden which will increase the usage of the garden area as a learning center. |      |                  |      |
| <b>C. Elementary Sound System</b>   | Vote | Andrew Smith     | 10 m |
| We previously voted on procuring a new sounds system for the Elementary, Changes in the original bid and scope of the project have required enough changes that it is necessary to look at the project again.   |      |                  |      |

**IV. Administrative Report 5:37 PM**

- |   |      |                        |      |
|---|------|------------------------|------|
| <b>A. Administrative Board Report</b>             | FYI  | Administrative<br>Team | 10 m |
| <b>B. LEA License Approval</b>                    | Vote | Debbie Deem            | 5 m  |
| See attachment for recommendations and rationale. |      |                        |      |

	Purpose	Presenter	Time
<p>Although we prioritize certification in our staffing searches, the current teacher shortage makes it difficult to find highly qualified individuals for all positions.</p>			

We ensure all our teachers have the skills necessary to perform their job function. All new teachers work with mentors, academic coaches, and teams to support their teaching. All teachers working toward licensure have a specific plan for obtaining their educator licenses as quickly as possible.

<p><b>C. Training on Local Health Trends</b></p> <p>It is required annually for the Board of Directors to be trained on Local Health Trends. Board members will review the attached documentation. Any questions or discussion will occur during the meeting that the Members determine necessary.</p>	<p>Discuss</p>	<p>Debbie Deem</p>	<p>5 m</p>
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<p><b>D. Training on Elementary Signature Programs</b></p>	<p>FYI</p>	<p>Kasey Kennington</p>	<p>15 m</p>
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**V. Policies 6:12 PM**

<p><b>A. Policies</b></p>	<p>Vote</p>	<p>Stephanie Mathers</p>	<p>15 m</p>
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1. Board Member Agreement
  1. Replaced "Principal" with "School Administration.
  2. This document needs to be signed by each Board Member. We will send it for electronic signature.
2. Enrollment and Lottery Policy
  1. See redline version attached. Added preference language referring to Exhibit A and Bylaws.
3. Donations and Fundraiser Policy
  1. See redline version attached. Changes made to reflect rules and recommendations of USBE.
4. Bullying and Hazing Policy
  1. See redline version attached. Changes made to reflect rules and recommendations of USBE and Title IX.
5. Personal Use of School Equipment Policy (NEW)
  1. Policy developed to govern requests to use equipment for personal use.
6. Building Use Policy
  1. Revisions to policy to clarify fees and areas available for use. Clarifies supervisory responsibilities.

**VI. Committees 6:27 PM**

<p><b>A. Board Committees</b></p>	<p>Discuss</p>	<p>Stefanie Zwygart</p>	<p>5 m</p>
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**VII. Other Business 6:32 PM**

<p><b>A. Other Discussion Items</b></p>	<p>Discuss</p>	<p>Stefanie Zwygart</p>	<p>5 m</p>
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Annual Trainings for Board Members:  
 Open Meetings Act  
 School Land Trust

**VIII. Closing Items 6:37 PM**

	<b>Purpose</b>	<b>Presenter</b>	<b>Time</b>
<b>A. Adjourn Meeting</b>	FYI	Stefanie Zwygart	

# Coversheet

## Approve Minutes

**Section:** I. Opening Items  
**Item:** C. Approve Minutes  
**Purpose:** Approve Minutes  
**Submitted by:**  
**Related Material:**  
Minutes for OPA Board of Directors Meeting on September 9, 2021

APPROVED



OGDEN PREPARATORY  
ACADEMY

## Ogden Preparatory Academy

# Minutes

## OPA Board of Directors Meeting

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### Date and Time

Thursday September 9, 2021 at 4:30 PM

### Location

1435 Lincoln Avenue  
Ogden UT 84404

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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.

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### Directors Present

J. Howell (remote), M. Swenson, M. Ward, S. Mejeur, S. Zwygart (remote), T. D'Hulst (remote), W. Davis (remote)

### Directors Absent

N. Bowsher

### Directors who arrived after the meeting opened

J. Howell

### Directors who left before the meeting adjourned

J. Howell

### Ex Officio Members Present

A. Perez (remote), D. Deem (remote), K. Kennington, S. Lopez (remote), S. Mathers (remote)

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### Non Voting Members Present

A. Perez (remote), D. Deem (remote), K. Kennington, S. Lopez (remote), S. Mathers (remote)

**Guests Present**

E. Callison, S. Adams, S. Wright (remote), T. Young

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**I. Opening Items**

**A. Record Attendance**

**B. Call the Meeting to Order**

S. Zwygart called a meeting of the board of directors of Ogden Preparatory Academy to order on Thursday Sep 9, 2021 at 4:34 PM.

**C. Approve Minutes**

W. Davis made a motion to approve the minutes from OPA Board of Directors Meeting on 08-12-21.

T. D'Hulst seconded the motion.

The board **VOTED** to approve the motion.

**D. Consent Calendar**

Skipped until next month.

Note- Elementary Sound System was previously approved, however the quote has been increased by \$1,000. Will leave on consent calendar for next month.

**E. Release Nick Bowsher from the OPA Board.**

S. Mejeur made a motion to Release Nick Bowsher from his board duties.

M. Ward seconded the motion.

The board **VOTED** to approve the motion.

**F. New Board Member**

W. Davis made a motion to nominate Mark Swenson to the board of directors.

M. Ward seconded the motion.

New board member introduction - Mark Swenson.

The board **VOTED** to approve the motion.

J. Howell arrived at 4:40 PM.

**II. Executive Session**

**A. Enter Closed Session**

M. Ward made a motion to Enter a closed session to protect the privacy of an individual(s).

S. Mejeur seconded the motion.

- When another law requires the board to meet in executive session, such as to protect the privacy of an individual.

The board **VOTED** to approve the motion.

**Roll Call**

S. Zwygart Aye  
N. Bowsher Absent  
M. Swenson Aye  
M. Ward Aye  
J. Howell Aye  
W. Davis Aye  
S. Mejeur Aye  
T. D'Hulst Aye

**B. Exit Closed Session**

W. Davis made a motion to end the close closed session and reopen the open session.

S. Mejeur seconded the motion.

The board **VOTED** to approve the motion.

**Roll Call**

N. Bowsher Absent  
J. Howell Aye  
M. Swenson Aye  
W. Davis Aye  
M. Ward Aye  
S. Mejeur Aye  
S. Zwygart Aye  
T. D'Hulst Aye

**C. Decision(s) made during closed session.**

T. D'Hulst made a motion to approve what was discussed in closed session.

W. Davis seconded the motion.

The board **VOTED** to approve the motion.

**III. Finance**

**A. Financial Review**

Everything is looking good, but will continue to monitor throughout the year and make sure we are hitting our plans. Expenses are trending a little high, but that is typical at this point in the year.

October 1 is the official count for revenue.

**B. Chromebook Purchase**

T. D'Hulst made a motion to to approve chromebook purchases with the vendor Trox.

M. Ward seconded the motion.

Adding more touchscreen chromebooks to K2 to get inventory back to 1:1 in the Elementary. A lot of losses of devices from checking out devices during COVID.

The board **VOTED** to approve the motion.

**C. Smoke/Vape Detection**

S. Mejeur made a motion to Approve Verkada smoke/vapor detectors at the price listed for 3 years.



J. Howell seconded the motion.

Discussed the differences in the three different quotes. All would satisfy our need and can give immediate notifications/alerts. However, Verkada has advanced features and will last longer as the technology improves.

The board **VOTED** to approve the motion.

#### **D. Wellness Program**

J. Howell made a motion to Wellness plan to use WellSteps for the amount listed.

M. Ward seconded the motion.

Wellsteps is a platform that we would like to use for our Wellness Program. It can do a lot more than we can do on our own as we have in the past. The incentives would be what we have already allocated into our budget. We would like to try it this year and our goal is to gain more participation from staff and help with insurance premiums moving forward

The board **VOTED** to approve the motion.

#### **E. Outdoor Learning Center**

Teresa Hislop applied for a grant last year to help with creating an outdoor learning center. Through much planning, we have decided to use outdoor space to build a pavilion with picnic tables that can be used by classes and the public.

This vote is just for the pavilion, not the tables. We just need to decide what we want it to look like. Everyone likes the look of the Sunshade version. But will need to follow-up with the vendor to make sure that it is structure safe.

This vote has been tabled until next time.

### **IV. Administrative Report**

#### **A. Administrative Board Report**

After School Program - It's ready to start Monday, Sept 13.

- Elementary: All students who initially signed up is enrolled (56). With a ratio about 9 children to one adult. Very excited to get it started.
- Junior High is still looking for a couple more tutors, but is excited to get started.

BOY Assessments have begun

Oregon Coast Trip

- A big turn out of students and parents interested in going at the parent night
- Background checks and enough parent chaperones have signed up
- Mask rules and protocol if anyone gets sick have been discussed. There will be enough drivers if isolation is needed
- Discussed sharing information and details earlier to give parents more time to plan and get supplies together for the trip.

AVID

- Slowly implementing strategies into both buildings

Leader in Me

- The plan was to move forward to push to become a Lighthouse school. That is on hold for now as we prioritize other things.

#### OPA Athletics

- It has begun!

#### Teacher Licensing updates

#### COVID

We are following guidelines from the health department. Updates on current school cases. We have the kits ready if we need to do Test to Stay. We are getting support ready if we need to move to online for students. Staff was very grateful for the approval to install air filtration in both buildings.

#### Enrollment

Numbers are looking good and we are continuing to add students. We are at a 89% retention rate.

### B. Spain Field Trip Approval

M. Swenson made a motion to Cancel the Spain Trip for the 21-22 school year. T. D'Hulst seconded the motion.

Decide if we want to move forward with the Spain Trip. Preparations and fundraising will need to start now. There is a concern right now that participants will need to test positive in order to come home. This could be risky in that students/chaperones could get stuck over there. The trip occurs in April/May, which is a long way off and we don't know what is going to happen in the coming months. Would like to discuss an alternative possibly in the future. The board **VOTED** to approve the motion.

#### Roll Call

S. Mejeur	No
M. Ward	Aye
S. Zwygart	Aye
J. Howell	Aye
N. Bowsher	Absent
T. D'Hulst	Aye
M. Swenson	Aye
W. Davis	No

### C. LEA License Approval

S. Mejeur made a motion to Approve the LEA License requests. T. D'Hulst seconded the motion.

LEA Specific License - gives you time for the individuals to finish up their licensure. We propose 1-year for these individuals.

Camie Walker - Secondary LEA License

Bethany Lovelady - Paperwork will be done by December, but won't meet the October 1 deadline.

Hazel Christiansen - Going to start her program again, but won't meet the October 1 deadline.

The board **VOTED** to approve the motion.

#### Roll Call

T. D'Hulst	Aye
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### **Roll Call**

W. Davis Aye  
S. Mejeur Aye  
M. Ward Aye  
N. Bowsher Absent  
J. Howell Aye  
S. Zwycart Aye  
M. Swenson No  
J. Howell left.

## **V. Policies**

### **A. Revised/Reviewed Policies**

W. Davis made a motion to Approve the Wellness, Electronic Meetings, and Concussion & Head Injury policies.

S. Mejeur seconded the motion.

Policy updates:

Wellness Policy  
Electronic Meetings Policy  
Concussion & Head Injury Policy

Discussed the need to revise policies. The state gives a list of everything that needs to be updated in the Spring. Usually the policies are on a timeline of revision of about three years. They are pretty proscriptive to what we need to have in our policies.

The board **VOTED** to approve the motion.

### **B. Special Education Policies and Procedures**

Discussed the updates to Special Education policies and procedures manual.

This will be tabled for another time to make a decision.

M. Ward made a motion to Approve the Special Education Policies and Procedures.

S. Mejeur seconded the motion.

Discussed the updates to Special Education policies and procedures manual.

The board **VOTED** to approve the motion.

### **C. Harassment Policy (new)**

W. Davis made a motion to Approve the Harassment Policy.

S. Mejeur seconded the motion.

This is specific to employees

The board **VOTED** to approve the motion.

## **VI. Committees**

### **A. Board Committee Assignments**

Finished the board committee assignments.

## **VII. Other Business**

### **A.**

**Other Discussion Items**

N/A

**VIII. Closing Items**

**A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:17 PM.

Respectfully Submitted,  
S. Zwygart

# Coversheet

## Financial Review

<b>Section:</b>	III. Finance
<b>Item:</b>	A. Financial Review
<b>Purpose:</b>	FYI
<b>Submitted by:</b>	
<b>Related Material:</b>	Budget Summary_September 2021.pdf Budget Detail_September 2021.pdf



# Ogden Preparatory Academy

## Financial Summary

As of 9/30/2021



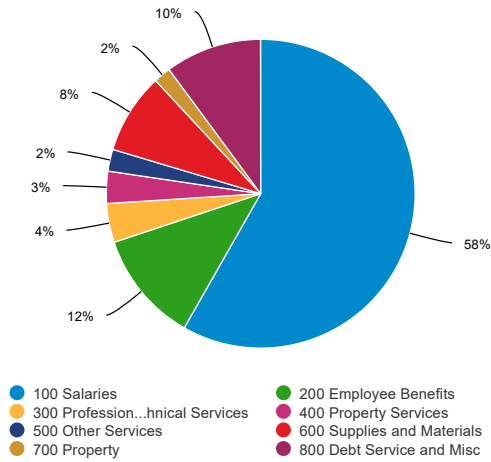
### Financial Summary

Category	YTD Amount	Total Budget	Total Forecast	% Target	% Forecast
<b>Revenue (3 School categories)</b>					
1000 Local Revenue	\$33,377	\$126,316	\$126,316	25.0%	26.4%
3000 State Revenue	\$2,310,875	\$8,947,308	\$8,989,817	25.0%	25.7%
4000 Federal Revenue	\$98,987	\$1,192,426	\$1,505,867	25.0%	6.6%
<b>TOT</b>	<b>\$2,443,238</b>	<b>\$10,266,050</b>	<b>\$10,622,000</b>		
<b>Expense (8 School categories)</b>					
100 Salaries	-\$1,452,685	-\$5,769,482	-\$5,918,709	25.0%	24.5%
200 Employee Benefits	-\$273,216	-\$1,187,145	-\$1,187,145	25.0%	23.0%
300 Professional and Technical Services	-\$97,388	-\$410,117	-\$413,441	25.0%	23.6%
400 Property Services	-\$169,377	-\$301,800	-\$341,800	25.0%	49.6%
500 Other Services	-\$27,835	-\$232,878	-\$232,878	25.0%	12.0%
600 Supplies and Materials	-\$251,116	-\$826,245	-\$858,245	25.0%	29.3%
700 Property	-\$119,335	-\$195,000	-\$182,560	25.0%	65.4%
800 Debt Service and Misc	-\$243,984	-\$1,027,842	-\$1,027,842	25.0%	23.7%
<b>TOT</b>	<b>-\$2,634,936</b>	<b>-\$9,950,509</b>	<b>-\$10,162,620</b>		
<b>TOT</b>	<b>-\$191,697</b>	<b>\$315,541</b>	<b>\$459,380</b>		

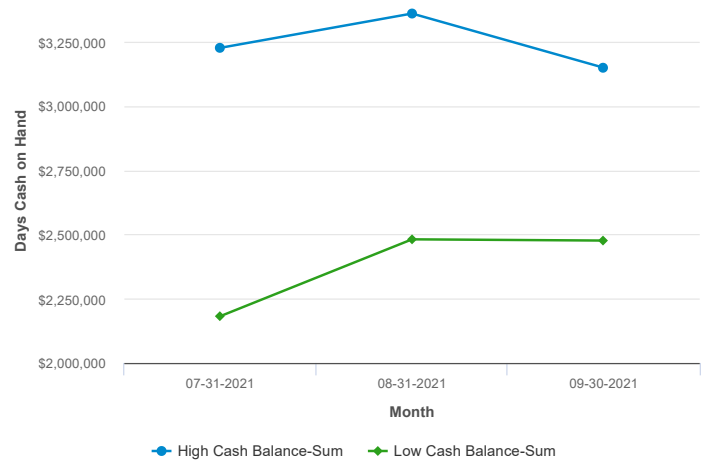
### Financial Metrics

Financial Metric	Covenant	Target	Forecast
Net Income		424,298	459,380
Operating Margin		4.0	4.3
Debt Service Ratio		1.25	1.47
Unrestricted Days Cash		100	108
Unrestricted Cash			3,014,201
% Building		20%	9.6
<b>TOT</b>			<b>3,473,704.37</b>

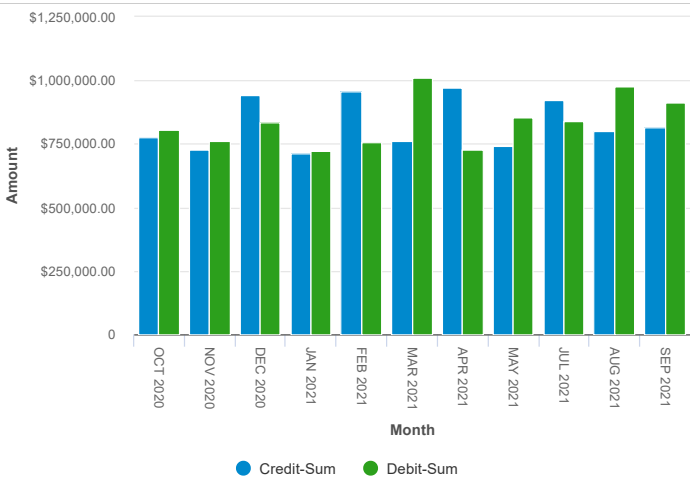
### Expense Distribution



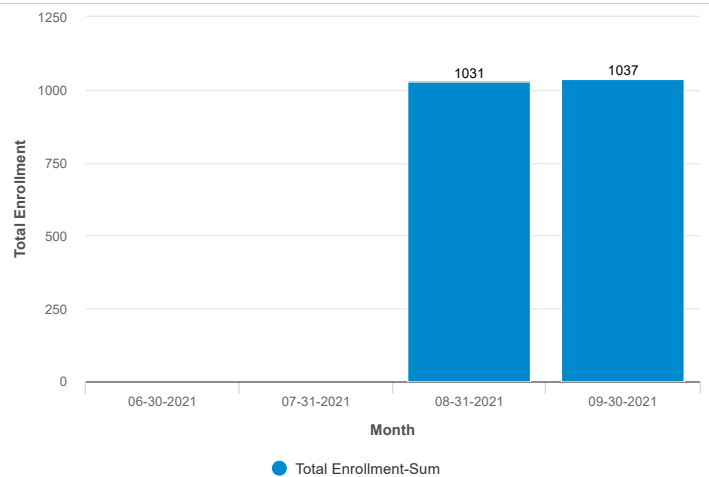
### Cash Balance



### Revenue vs Expenses



### Enrollment Trend



## Finance Manager : School Budget | Current Yr Budget

### Current Yr Budget

Budget Name	PY Amount	YTD Amount	Budget	Variance	Forecast	% Target	% of Forecast
<b>Ogden Preparatory - Revenue - 1000 Local Revenue - 26.4% (12 School budgets)</b>							
1510 Interest on Investments	\$21,633	\$3,947	\$25,000	\$0	\$25,000	25.0%	15.8%
1600 Lunch Program (Students & Adults)	\$5,664	\$3,055	\$0	\$0	\$0	25.0%	
1710 Student Sales	\$11,645	\$3,977	\$15,000	\$0	\$15,000	25.0%	26.5%
1710 OPAPO	\$16,023		\$0	\$0	\$0	25.0%	
1710 Art Expo			\$1,500	\$0	\$1,500	25.0%	
1740 Student Fees	\$21,369	\$11,018	\$14,816	\$0	\$14,816	25.0%	74.4%
1741 Trips		\$11,380	\$40,000	\$0	\$40,000	25.0%	28.4%
1790 Sports	-\$35		\$3,000	\$0	\$3,000	25.0%	
1910 Rental of Facility	\$360		\$0	\$0	\$0	25.0%	
1920 Contributions & Donations			\$2,000	\$0	\$2,000	25.0%	
1920 Fundraising			\$25,000	\$0	\$25,000	25.0%	
1990 Miscellaneous	\$2,222		\$0	\$0	\$0	25.0%	
<b>TOT</b>	<b>\$78,880</b>	<b>\$33,377</b>	<b>\$126,316</b>	<b>\$0</b>	<b>\$126,316</b>		
<b>Ogden Preparatory - Revenue - 3000 State Revenue - 25.7% (33 School budgets)</b>							
0.3005 Regular School Prgm K	\$184,825	\$50,983	\$195,464	\$0	\$195,464	25.0%	26.1%
0.301 Regular School Prgm 1-12	\$3,197,699	\$846,149	\$3,381,771	\$0	\$3,381,771	25.0%	25.0%
0.302 Professional Staff	\$257,503	\$68,299	\$273,195	\$0	\$273,195	25.0%	25.0%
0.32 Charter School Base Amount	\$15,000	\$25,079	\$100,399	\$0	\$100,399	25.0%	25.0%
31.1205 Special Education -- Add-On	\$559,466	\$148,151	\$592,605	\$0	\$592,605	25.0%	25.0%
31.121 Special Education -- Self-Contained	\$50,304	\$12,765	\$51,062	\$0	\$51,062	25.0%	25.0%
31.122 Special Education -- Extended Year	\$4,234	\$1,122	\$4,466	\$0	\$4,466	25.0%	25.1%
31.1225 Special Education - Impact Aid	\$10,242	\$2,825	\$11,230	\$0	\$11,230	25.0%	25.2%
31.1278 Special Education- Extended Year Stipend	\$5,290		\$0	\$0	\$0	25.0%	
31.5201 Class Size Reduction K-8	\$302,060	\$80,973	\$323,748	\$0	\$323,748	25.0%	25.0%
31.5344 Enhancement for At-risk students	\$94,001	\$42,328	\$169,310	\$0	\$169,310	25.0%	25.0%
31.5695 Early Intervention General	\$30,000		\$90,000	\$0	\$90,000	25.0%	
32.5658 COVID 19 Stipend	\$172,008		\$0	\$0	\$0	25.0%	
32.5665 Grow Your Own Teacher & Counselor		\$47,040	\$0	\$0	\$0	25.0%	
33.5331 Gifted and Talented	\$7,599		\$7,169	\$0	\$7,169	25.0%	
33.5641 Early Intervention	\$90,000		\$30,000	\$0	\$30,000	25.0%	
33.5805 Early Literacy (K-3)	\$57,567	\$15,855	\$62,245	\$0	\$62,245	25.0%	25.5%

Budget Name	PY Amount	YTD Amount	Budget	Variance	Forecast	% Target	% of Forecast
34.5662 Outdoor Recreation Grant			\$0	\$10,000	\$10,000	25.0%	
34.5807 TSSP (Teacher Salary Supplement Prgm)	\$8,354		\$0	\$0	\$0	25.0%	
34.5868 Teacher Supplies & Materials	\$9,567	\$7,650	\$9,382	\$0	\$9,382	25.0%	81.5%
34.5876 Charter School Local Replacement	\$2,661,918	\$715,765	\$2,809,040	\$0	\$2,809,040	25.0%	25.5%
34.5876 Educator Salary Adjustment	\$313,169	\$78,292	\$313,169	\$0	\$313,169	25.0%	25.0%
34.5911 ELL Software	\$13,500		\$0	\$21,920	\$21,920	25.0%	
35.542 School Land Trust	\$133,964	\$138,078	\$136,897	\$1,181	\$138,078	25.0%	100.0%
35.5655 Digital Teaching & Learning	\$61,465		\$64,851	\$0	\$64,851	25.0%	
35.5666 Professional Learning		\$1,769	\$0	\$7,075	\$7,075	25.0%	25.0%
35.5678 TSSA	\$160,585		\$188,095	\$0	\$188,095	25.0%	
35.5679 Student Health & Counseling	\$16,774	\$10,750	\$57,137	\$0	\$57,137	25.0%	18.8%
35.581 Library Books & Electronic Res	\$1,095	\$274	\$1,073	\$0	\$1,073	25.0%	25.5%
38.5644 STEM Endorsement Center	\$11,146		\$0	\$0	\$0	25.0%	
38.5672 Substance Abuse		\$2,333	\$0	\$2,333	\$2,333	25.0%	100.0%
38.5674 Suicide Prevention	\$1,066	\$1,000	\$0	\$0	\$0	25.0%	
38.807 Liquor Tax (Lunch Program)	\$84,746	\$13,397	\$75,000	\$0	\$75,000	25.0%	17.9%
<b>TOT</b>	<b>\$8,515,146</b>	<b>\$2,310,875</b>	<b>\$8,947,308</b>	<b>\$42,509</b>	<b>\$8,989,817</b>		
<b>Ogden Preparatory - Revenue - 4000 Federal Revenue - 6.6% (20 School budgets)</b>							
42.721 ESSER CARES	\$124,503		\$0	\$0	\$0	25.0%	
42.7215 ESSER II			\$330,000	\$177,571	\$507,571	25.0%	
42.722 GEER Funding	\$34,564		\$0	\$0	\$0	25.0%	
42.7225 ESSER III ARPA			\$0	\$105,000	\$105,000	25.0%	
45.728 PPE	\$8,255		\$0	\$0	\$0	25.0%	
45.728 Corona Relief Funds	\$25,959		\$0	\$0	\$0	25.0%	
45.8081 Emergency Operating Funds		\$3,972	\$0	\$3,972	\$3,972	25.0%	100.0%
47.729 CARES Wifi	\$87,103		\$0	\$0	\$0	25.0%	
47.729 Weber CARES	\$62,000		\$0	\$0	\$0	25.0%	
48.7801 Title I - Remedial Services	\$238,405		\$221,696	\$0	\$221,696	25.0%	
48.786 Title II	\$49,987		\$36,535	\$0	\$36,535	25.0%	
48.788 Title III A - English Lang Acq	\$21,809		\$18,962	\$338	\$19,300	25.0%	
48.7905 Supporting Effective Instruction	\$9,063		\$0	\$0	\$0	25.0%	
4522 IDEA Preschool	\$2,995		\$2,706	\$0	\$2,706	25.0%	
4524 IDEA	\$159,570		\$151,827	\$0	\$151,827	25.0%	
4526 MTSS Grant	\$6,000		\$6,000	\$0	\$6,000	25.0%	
4560 Kitchen Equipment Grant	\$43,418		\$0	\$26,560	\$26,560	25.0%	
4560 National School Lunch Program	\$37,480	\$5,832	\$49,700	\$0	\$49,700	25.0%	11.7%
4560 NSLP - Free & Reduced	\$280,304	\$62,217	\$300,000	\$0	\$300,000	25.0%	20.7%



Budget Name	PY Amount	YTD Amount	Budget	Variance	Forecast	% Target	% of Forecast
4560 NSLP - Breakfast	\$82,980	\$26,967	\$75,000	\$0	\$75,000	25.0%	36.0%
<b>TOT</b>	<b>\$1,274,394</b>	<b>\$98,987</b>	<b>\$1,192,426</b>	<b>\$313,441</b>	<b>\$1,505,867</b>		
<b>Ogden Preparatory - Expense - 100 Salaries - 24.5% (19 School budgets)</b>							
121 Principals and Assistants	-\$460,370	-\$142,668	-\$516,355	-\$71,450	-\$587,805	25.0%	24.3%
131 Teachers	-\$2,754,137	-\$783,525	-\$3,088,985	-\$12,333	-\$3,101,318	25.0%	25.3%
132 PTO Cash out	\$2,762	-\$18,715	-\$15,000	-\$3,715	-\$18,715	25.0%	100.0%
132 Substitute Teachers	-\$39,751	-\$8,556	-\$45,000	\$20,000	-\$25,000	25.0%	34.2%
133 Special Education Director & Teachers	-\$294,938	-\$85,135	-\$389,590	\$0	-\$389,590	25.0%	21.9%
134 Stipends (Sports, other)	-\$119,672	-\$46,861	-\$65,000	\$0	-\$65,000	25.0%	72.1%
134 End of Year Bonus / Returning Bonus	-\$202,409	-\$26,520	-\$45,000	\$0	-\$45,000	25.0%	58.9%
134 Christmas Bonus	-\$53,979		-\$53,979	\$5,979	-\$48,000	25.0%	
142 Counselor	-\$101,917	-\$28,167	-\$114,000	\$0	-\$114,000	25.0%	24.7%
145 Librarian	-\$118,245	-\$33,096	-\$135,505	\$0	-\$135,505	25.0%	24.4%
152 Secretarial & Clerical	-\$175,099	-\$53,617	-\$230,500	\$0	-\$230,500	25.0%	23.3%
161 General Ed TA	-\$47,736	-\$16,483	-\$28,214	-\$143,712	-\$171,926	25.0%	9.6%
161.1 ESSER II Aides			-\$61,950	\$30,975	-\$30,975	25.0%	
162 Special Education TA	-\$356,780	-\$91,597	-\$403,956	\$22,750	-\$381,206	25.0%	24.0%
163 Title I TA	-\$120,043	-\$23,569	-\$152,611	\$2,279	-\$150,332	25.0%	15.7%
164 Early Literacy (K-3) TA	-\$64,403	-\$13,849	-\$71,552	\$0	-\$71,552	25.0%	19.4%
165 Land Trust TA	-\$66,118	-\$13,718	-\$51,109	\$0	-\$51,109	25.0%	26.8%
166 Early Intervention TA	-\$6,695	-\$1,916	-\$15,488	\$0	-\$15,488	25.0%	12.4%
191 Food Service	-\$229,331	-\$64,692	-\$285,688	\$0	-\$285,688	25.0%	22.6%
<b>TOT</b>	<b>-\$5,208,861</b>	<b>-\$1,452,685</b>	<b>-\$5,769,482</b>	<b>-\$149,227</b>	<b>-\$5,918,709</b>		
<b>Ogden Preparatory - Expense - 200 Employee Benefits - 23.0% (7 School budgets)</b>							
210 Retirement	-\$130,360	-\$34,532	-\$160,000	\$0	-\$160,000	25.0%	21.6%
220 Social Security	-\$343,926	-\$95,462	-\$441,365	\$0	-\$441,365	25.0%	21.6%
241 Group Insurance	-\$350,819	-\$103,818	-\$419,566	\$0	-\$419,566	25.0%	24.7%
241 Health Stipend	-\$23,178		\$0	\$0	\$0	25.0%	
242 Waiver Benefit	-\$109,600	-\$31,000	-\$112,500	\$0	-\$112,500	25.0%	27.6%
270 Worker's Compensation Fund	-\$30,748	-\$8,404	-\$38,714	\$0	-\$38,714	25.0%	21.7%
280 Unemployment Insurance	-\$7,224	\$0	-\$15,000	\$0	-\$15,000	25.0%	-0.0%
<b>TOT</b>	<b>-\$995,855</b>	<b>-\$273,216</b>	<b>-\$1,187,145</b>	<b>\$0</b>	<b>-\$1,187,145</b>		
<b>Ogden Preparatory - Expense - 300 Professional and Technical Services - 23.6% (9 School budgets)</b>							
320 Mental Health (Weber Health Services)	-\$16,774		-\$57,137	\$0	-\$57,137	25.0%	
321 Crossing Guard Services (Ogden Police Dept)			\$0	\$0	\$0	25.0%	
323 Speech Therapy	-\$124,957	-\$21,334	-\$124,680	-\$3,324	-\$128,004	25.0%	16.7%

Budget Name	PY Amount	YTD Amount	Budget	Variance	Forecast	% Target	% of Forecast
323 Psychology / Behavior	-\$10,292	-\$3,340	-\$12,000	\$0	-\$12,000	25.0%	27.8%
330 Employee Training & Development	-\$21,207	-\$22,007	-\$45,000	\$0	-\$45,000	25.0%	48.9%
340 Legal	-\$490		-\$15,000	\$0	-\$15,000	25.0%	
350 Business Manager Services	-\$77,000	-\$21,000	-\$84,000	\$0	-\$84,000	25.0%	25.0%
352 Audit Services	-\$20,100	-\$6,000	-\$22,300	\$0	-\$22,300	25.0%	26.9%
355 IT Services (ETS Monthly)	-\$37,662	-\$23,706	-\$50,000	\$0	-\$50,000	25.0%	47.4%
<b>TOT</b>	<b>-\$308,483</b>	<b>-\$97,388</b>	<b>-\$410,117</b>	<b>-\$3,324</b>	<b>-\$413,441</b>		
<b>Ogden Preparatory - Expense - 400 Property Services - 49.6% (5 School budgets)</b>							
410 Garbage / Sewer / Water	-\$48,276	-\$16,061	-\$60,000	\$0	-\$60,000	25.0%	26.8%
430 Repairs / Maintenance / Monitoring	-\$100,621	-\$130,195	-\$135,000	-\$40,000	-\$175,000	25.0%	74.4%
433 Cleaning & Custodial Services	-\$65,307	-\$17,811	-\$72,000	\$0	-\$72,000	25.0%	24.7%
435 Lawn Care & Snow Removal	-\$21,310	-\$4,168	-\$30,000	\$0	-\$30,000	25.0%	13.9%
443 Lease of Copy Machines	-\$9,909	-\$1,142	-\$4,800	\$0	-\$4,800	25.0%	23.8%
<b>TOT</b>	<b>-\$245,423</b>	<b>-\$169,377</b>	<b>-\$301,800</b>	<b>-\$40,000</b>	<b>-\$341,800</b>		
<b>Ogden Preparatory - Expense - 500 Other Services - 12.0% (10 School budgets)</b>							
520 Property & Liability Insurances	-\$33,637	-\$13,768	-\$37,000	\$0	-\$37,000	25.0%	37.2%
530 Communication (Phone & Internet)	-\$5,389	-\$1,552	-\$6,178	\$0	-\$6,178	25.0%	25.1%
540 Marketing	-\$8,830	-\$4,244	-\$10,000	\$0	-\$10,000	25.0%	42.4%
542 Board Expenses	-\$6,837	-\$312	-\$8,000	\$0	-\$8,000	25.0%	3.9%
580 Travel / Per Diem		-\$377	-\$25,000	\$0	-\$25,000	25.0%	1.5%
590 Field Trips (Bussing & Entrance Fees)	-\$614		-\$40,000	\$0	-\$40,000	25.0%	
590 Student Activities - Aguilas Bussing			-\$1,200	\$0	-\$1,200	25.0%	
591 Sports (Bussing, Fees, Tri, Weight Training)	-\$1,633	-\$2,903	-\$20,000	\$0	-\$20,000	25.0%	14.5%
592 Trips		-\$2,171	-\$81,000	\$0	-\$81,000	25.0%	2.7%
593 Clubs	-\$1,494	-\$2,507	-\$4,500	\$0	-\$4,500	25.0%	55.7%
<b>TOT</b>	<b>-\$58,435</b>	<b>-\$27,835</b>	<b>-\$232,878</b>	<b>\$0</b>	<b>-\$232,878</b>		
<b>Ogden Preparatory - Expense - 600 Supplies and Materials - 29.3% (19 School budgets)</b>							
611 SpEd Supplies	-\$10,557	-\$1,290	-\$7,000	\$0	-\$7,000	25.0%	18.4%
611 Classroom/ Legislative Supplies	-\$33,014	-\$12,128	-\$43,000	\$0	-\$43,000	25.0%	28.2%
611 Garden Grant	-\$51		-\$755	\$0	-\$755	25.0%	
612 Office Supplies	-\$45,034	-\$8,160	-\$45,000	\$0	-\$45,000	25.0%	18.1%
613 OPA Apparel / Concessions	-\$7,581	-\$8,103	-\$10,000	\$0	-\$10,000	25.0%	81.0%
614 Safety & Wellness	-\$4,106		\$0	\$0	\$0	25.0%	
614 Staff Meals / Appreciation / Prof Dev	-\$16,970	-\$3,908	-\$30,000	\$0	-\$30,000	25.0%	13.0%
615 Counseling / Cultural Supplies			\$0	\$0	\$0	25.0%	
616 Aguilas & 7 Habits	-\$398		-\$3,000	\$0	-\$3,000	25.0%	

Budget Name	PY Amount	YTD Amount	Budget	Variance	Forecast	% Target	% of Forecast
617 OPAP0	-\$18		\$0	\$0	\$0	25.0%	
618 Art Expo			-\$2,700	\$0	-\$2,700	25.0%	
619 Yearbooks	-\$4,455		-\$6,790	\$0	-\$6,790	25.0%	
621 Natural Gas	-\$18,195	-\$537	-\$20,000	\$0	-\$20,000	25.0%	2.7%
622 Electricity	-\$57,079	-\$15,716	-\$80,000	\$0	-\$80,000	25.0%	19.6%
630 Lunch Program Food & Supplies	-\$321,514	-\$117,054	-\$440,000	\$0	-\$440,000	25.0%	26.6%
641 Curriculum & Educational Software	-\$71,360	-\$76,121	-\$88,000	-\$32,000	-\$120,000	25.0%	63.4%
644 Library	-\$16,799	-\$2,310	-\$20,000	\$0	-\$20,000	25.0%	11.5%
650 Technology Related Supplies	-\$33,059	-\$25	\$0	\$0	\$0	25.0%	
680 Maintenance & Cleaning Supplies	-\$23,489	-\$5,764	-\$30,000	\$0	-\$30,000	25.0%	19.2%
<b>TOT</b>	<b>-\$663,679</b>	<b>-\$251,116</b>	<b>-\$826,245</b>	<b>-\$32,000</b>	<b>-\$858,245</b>		
<b>Ogden Preparatory - Expense - 700 Property - 65.4% (4 School budgets)</b>							
710 Land and Site Improvement			\$0	\$114,000	\$114,000	25.0%	
733 Furniture and Fixtures	-\$16,017	-\$30,436	-\$20,000	-\$25,000	-\$45,000	25.0%	67.6%
734 Technology-Related Hardware & Software	-\$184,463	-\$88,899	-\$170,000	-\$50,000	-\$220,000	25.0%	40.4%
738 Kitchen Equipment	-\$48,014		-\$5,000	-\$26,560	-\$31,560	25.0%	
<b>TOT</b>	<b>-\$248,494</b>	<b>-\$119,335</b>	<b>-\$195,000</b>	<b>\$12,440</b>	<b>-\$182,560</b>		
<b>Ogden Preparatory - Expense - 800 Debt Service and Misc - 23.7% (5 School budgets)</b>							
810 Dues and Fees	-\$40,553	-\$7,646	-\$25,000	\$0	-\$25,000	25.0%	30.6%
812 Banking Fees	-\$2,046	-\$513	-\$3,000	\$0	-\$3,000	25.0%	17.1%
850 Bond - Restricted Assets	-\$942,135	-\$235,694	-\$978,842	\$0	-\$978,842	25.0%	24.1%
850 Contingency			-\$20,000	\$0	-\$20,000	25.0%	
890 Miscellaneous	-\$11,338	-\$132	-\$1,000	\$0	-\$1,000	25.0%	13.2%
<b>TOT</b>	<b>-\$996,073</b>	<b>-\$243,984</b>	<b>-\$1,027,842</b>	<b>\$0</b>	<b>-\$1,027,842</b>		
<b>TOT</b>	<b>\$1,143,116</b>	<b>-\$191,697</b>	<b>\$315,541</b>	<b>\$143,839</b>	<b>\$459,380</b>		

# Coversheet

## Outdoor Learning Center

**Section:** III. Finance  
**Item:** B. Outdoor Learning Center  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** Andrew Smith WTF pad proposal Oct 8 2021.pdf  
Pavilion Estimate - Hislop, Teresa - #1 2110583 (2).pdf  
Procurement Comparison Form - Pavillion Concrete.pdf



**916 West 3150 South  
Syracuse, UT 84075  
(801) 726-5395**

Bid Name Andrew Smith

Date 10/8/2021

Price Plan Valley

Notes This price is for a 14' x 24' (roof size) pad 4 inches thick with 6 reinforced thickened spot footings (rebar included), all mobilization for materials, compacted base prior to 4 inches of gravel placement, all forming labor, concrete placement labor, concrete finishing labor, cleanup of site after project completion..

Description	Quantity	UM	Price	Total
Flatwork/ Prep & Finishing 4" thick	1.00	Each	\$6,875.00	\$6,875.00
	Total	Labor		\$6,875.00
	Total	Other		\$6,875.00
	Grand Total			\$6,875.00

**Proposal only! Any changes made on the job different from the plans will make this proposal void.  
You will be billed for actual work performed and materials used with the prices shown above.**



# SHADESCAPE

PAVILIONS • PERGOLAS & MORE

Shade Structures  
Manufactured by  
Western Timber Frame™



## Project Proposal

Expiration Date: **Apr 01, 2021**

<b>Date:</b> October 8, 2021	<b>Design Manager:</b> Jordan Allred	jordan@westerntimberframe.com
<b>Prepared For:</b>		
<b>Client:</b> Teresa Hislop	<b>Contractor:</b>	
<b>Phone 1:</b> 8013889631	<b>Email:</b> thislop@ogdenprep.org	
<b>Project Options:</b>		
<b>Roof Size:</b> 14x24 <b>Footprint Size:</b> 12x22 <b>Structure Type:</b> Pavilion <b>Project Type:</b> Freestanding	<b>Series:</b> Woodland 6000 Series <b>Style:</b> Traditional <b>Wood Type:</b> Douglas Fir	<b>Stain:</b> Early American <b>Beam Profile:</b> Champion <b>Knee Brace:</b> Classic

**Your Pavilion may be similar to the following:**





# SHADESCAPE

PAVILIONS • PERGOLAS & MORE

Shade Structures  
Manufactured by  
Western Timber Frame™



## Project Proposal

Expiration Date: **Apr 01, 2021**

Products:				
Name:	Description:	Price:	Qty:	Amount:
Installation		2610	1	2610
Engineering	If city requires	1680	1	1680
14x22 Pavilion Roofing 8,000 Series	Asphalt Shingle	6034	1	6034
Custom Pavilion	14x24 Pavilion 6000 Woodland Series	15792	1	15792
<b>Subtotals:</b>		26116	N/A	26116
<b>Sales Tax:</b>				
<b>Project Total w/ Tax:</b>				<b>26116</b>
<b>Cash Discount:</b>				<b>-1306</b>
<b>Cash Total w/ Tax:</b>				<b>24810</b>

Notes:

## Thank You!

Jordan Allred - Design Manager  
Western Timber Frame™ ROC #317644

Expiration Date: **Apr 01, 2021**



**Official Form  
of  
Ogden Preparatory Academy**

**3. Fiscal Management**

**3.06.TPL.1 Procurement Comparison Form**

**Effective/Revision Date:** 05/11/2020

**Page 1 of 2**

**Item(s) and/or Service(s) being procured**

Pavillion Concrete

<b>Vendor #1</b>	<b>Total Cost/time frame</b>	<b>Date Received</b>
Ground Zero Concrete	\$6875.00	10/8/2021
<b>Contact Name</b>	<b>Contact Number/Email</b>	<b>Website/other</b>
Derik Turner	801-726-5395	
<b>Specific Characteristics of Proposal</b>		
Ground Zero is the only subcontractor that works with the company selected for the Pavillion.		
<b>Vendor #2</b>	<b>Total Cost</b>	<b>Date Received</b>
Otero's Concrete & Landscaping	Yet to Bid	
<b>Contact Name</b>	<b>Contact Number/Email</b>	<b>Website/other</b>
Sales	385-247-5614	Oterosconcretelandscaping.com
<b>Specific Characteristics of Proposal</b>		
<b>Vendor #3</b>	<b>Total Cost</b>	<b>Date Received</b>
Ogden Concrete Pros	Yet to Bid	
<b>Contact Name</b>	<b>Contact Number/Email</b>	<b>Website/other</b>
Sales	800-349-3455	mountainalarm.com
<b>Specific Characteristics of Proposal</b>		



Vendor #4	Total Cost/time frame	Date Received
Mountainview Concrete LLC	Yet to Bid	
Contact Name	Contact Number/Email	Website/other
Sales	801-920-0654	
Specific Characteristics of Proposal		
Vendor #5	Total Cost	Date Received
Messerly Concrete Contractors	Yet to Bid	
Contact Name	Contact Number/Email	Website/other
Sales	801-621-3750	
Specific Characteristics of Proposal		

Specific documents to support bids should be attached to this form.

- Check if a second form is attached for additional vendor proposals. If completing digitally, additional vendor fields may be copied and pasted above in lieu of an additional form.

OPA Employee Contact Name	Date of Review
Andrew Smith	7/14/2020
Considerations for Decision	
AAA Fire has a rather extensive background with schools and the cost is \$7000 less.	
Vendor Selected	Date of Approval

Document History

Approved:

Legal References

3.06.TPL.1 Procurement Comparison Form	
Effective/Revision Date: 05/11/2020	Page 2 of 2

# Coversheet

## Elementary Sound System

**Section:** III. Finance  
**Item:** C. Elementary Sound System  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** Ogden Preparatory Multipurpose 10-8-2021.pdf  
Video Manual Screen 10-8-2021.pdf  
Video Motorized Screen 10-8-2021.pdf  
WebbIntegrationQuote\_216060\_(1).pdf  
Job\_#213548\_-\_WebbIntegrationQuote.pdf  
Procurement\_Comparison\_Form\_-\_Sound\_System.pdf



AN EMPLOYEE OWNED COMPANY

10/08/2021

Ogden Preparatory Academy Elementary School - Multipurpose Room Sound System

Andrew,

We will install 8 speakers distributed through the room with 1 18" subwoofer. We will remove the old equipment. Electrical will be by the schools Electrician.

Qty	Manufacture	Part Number	Description
8	Biamp	R.15COAX	Full-Range 2-Way 6.5-Inch Coax Grey
1	Biamp	EVC-1181S-W	18" subwoofer indoor, white. Note
1	Crown	DCI 4 600	Four-channel, 600W @ 4? Analog Power Amplifier, 70V/100V
1	QSC	CMX2000Va	Contractor power amplifier/ 2 channel, 1100 watts/ch at 8 2000W
1	BSS	BLU-100	12 analog mic/line input, 8 analog output, networked signal
1	BSS	EC-4BV-WHT-US	Ethernet Controller with 4 Buttons and Volume (White - US)
1	Shure	SLXD4D--G58	Dual-Channel Digital Wireless Receiver
1	Shure	SLXD2/B58--G58	Handheld Transmitter with BETA 58 Capsule
1	Shure	SLXD1--G58	Bodypack Transmitter
1	Shure	MX153T/O-TQG	Omnidirectional Ear set Head worn Microphone, Tan
1	Middle Atlantic	DWR-24-22PD	24SP/22D WALLRACK W/PLEXI
1	Middle Atlantic	DWR-RR24	24SP RAIL KIT DWR/EWR/SR
1	Middle Atlantic	PD-920R	9OTLT20ARKMT PWRWSRG
3	RDL	DCI 4 600	RDL Mic/Line Input Assembly, white
1	RDL	CMX2000Va	RDL Wall-Mounted A Interface - White
1	RDL	BLU-100	RDL Active Single Pair Receiver, TP
1	Listen	EC-4BV-WHT-US	Assistive Listening DSP Value Package (72 MHz)
1	Luxul	SLXD4D--G58	4-Port Gb PoE+ Switch W/ Uplink 58W
1	West Penn	25227BGY1000	1P 12G STRD UNSHLD PLENII
1	West Penn	D25454BK1000	1P 22G STR B/SHLD CMP
1	Marshall Industries	Installation	Remove old speakers, Install new system
			<b>TOTAL: \$24,800.00</b>

Here is a short video about how we help in an emergency [TCU The First Minute - Rauland](#)

If you have any questions or there is anything else, we can help you with, please call our Education Sales Team at (801)266-2428

Sincerely,  
Dustin McCleve  
801-870-1475



3800 W 2100 S | SALT LAKE CITY, UT | 84120



AN EMPLOYEE OWNED COMPANY

10/08/2021

Ogden Preparatory Academy Elementary School  
 Re: Multipurpose Room Video System Manual Screen

Andrew,

Install New Manual screen, Projector and cage. The screen is a 165” Diagonal screen with an 8000 Lumens projector. Video input on the side of the audio rack and controlled through the audio system 4 button controller.

Qty	Manufacture	Part Number	Description
1	Draper	197032EC	Access/Series M, 165", 16:10, Contrast Grey XH800E
1	Panasonic	PT-MZ770LU	WUXGA 1920 X 1200 8000 LMNS LCD LASER PROJECTOR
1	Panasonic	ET-ELW22	SHORT-THROW LENS FOR PT-EZ770/EZ580 SERIES
1	Chief	RPAU	UNIVERSAL RPA
1	Chief	PG3A	PG-3A X-LARGE PROJECTOR GUARD RPA/RPMA
1	Crestron	HD-MD4X1-4K-E	4x1 4K HDMI Switcher
1	Crestron	HD-TX-101-C-1G-E-W-T	DM Lite Transmitter for HDMI Signal Extension over CAT6
2	Crestron	HD-RX-101-C-E	DM Lite HDMI over CATx Receiver, Surface Mount
1	Crestron	HD-TX-101-C-E	DM Lite HDMI over CATx Receiver, Surface Mount
4	Crestron	CBL-HD-6	Crestron Certified HDMI Interface Cable, 18 Gbps, 6 ft (1.8 m)
1	Crestron	CBL-HD-12	Crestron Certified HDMI Interface Cable, 18 Gbps, 12 ft (3.6 m)
			<b>TOTAL: \$18,000.00</b>

Here is a short video about how we help in an emergency [TCU The First Minute - Rauland](#)  
 If you have any questions or there is anything else, we can help you with, please call our Education Sales Team at (801)266-2428

Sincerely,  
 Dustin McCleve  
 801-870-1475



3800 W 2100 S | SALT LAKE CITY, UT | 84120



AN EMPLOYEE OWNED COMPANY

10/08/2021

Ogden Preparatory Academy Elementary School

Re: Multipurpose Room Video System Motorized Screen

Andrew,

Install New Motorized screen, Projector and cage. The screen is a 226" Diagonal screen with an 8000 Lumens projector. This will make it so the whole room will be able to see the screen. Video input on the side of the audio rack and controlled through the audio system 4 button controller.

Qty	Manufacture	Part Number	Description
1	Draper	101782TBL	Premier XL with Low Voltage motor 226" Diagonal
1	Panasonic	PT-MZ770LU	WUXGA 1920 X 1200 8000 LMNS LCD LASER PROJECTOR
1	Panasonic	ET-ELW22	SHORT-THROW LENS FOR PT-EZ770/EZ580 SERIES
1	Chief	RPAU	UNIVERSAL RPA
1	Chief	PG3A	PG-3A X-LARGE PROJECTOR GUARD RPA/RPMA
1	Crestron	HD-MD4X1-4K-E	4x1 4K HDMI Switcher
1	Crestron	HD-TX-101-C-1G-E-W-T	DM Lite Transmitter for HDMI Signal Extension over CAT
2	Crestron	HD-RX-101-C-E	DM Lite HDMI over CAT6 Receiver, Surface Mount
1	Crestron	HD-TX-101-C-E	DM Lite HDMI over CAT6 Receiver, Surface Mount
4	Crestron	CBL-HD-6	Crestron Certified HDMI Interface Cable, 18 Gbps, 6 ft (1.8 m)
1	Marshall	Install	Install new Projector & Screen
			<b>TOTAL: \$25,800.00</b>

Here is a short video about how we help in an emergency [TCU The First Minute - Rauland](#)  
 If you have any questions or there is anything else, we can help you with, please call our Education Sales Team at (801)266-2428

Sincerely,  
 Dustin McCleve  
 801-870-1475



3800 W 2100 S | SALT LAKE CITY, UT | 84120

**Webb - Integration and Sales**

1420 South 4800 West Ste D  
Salt Lake City, Utah 84104  
Ph: (801) 484-8567

**Integration Quote****Revision #****Printed: 9/15/2021****Bill to: Ogden Preparatory Academy****Job # 216060**

Ogden Preparatory Academy  
1415 Lincoln Ave,  
Ogden, Utah 84404

**Contact:** Bruce Boughton  
**Phone:**  
**Email:**

**Room:**

**On-Site Contact:**  
**Phone:**  
**Email:**

**Order Status:** Quote Only  
**Quote Date:** 09/14/2021  
**Sales Person:** Chris Webb  
**Email:** chrisw@wearewebb.com

**Elementary Ogden Preparatory Academy****AUDIO DEVICES**

Quantity	Part Number	Description	Price	Extended	Subtotal
6	V2-8B	Community 8-inch two-way compact loudspeaker w/	\$478.00	\$2,868.00	\$2,868.00
1	CONNECT 168	LEA 8 Channel x 160 watt @ 40, 80, 70V and 100V per channel amplifier	\$1,831.00	\$1,831.00	\$1,831.00
1	TesiraFORTE AI	BIAMP Systems - TesiraFORTE DSP fixed I/O server with 12 analog inputs, 8 analog outputs	\$1,599.00	\$1,599.00	\$1,599.00
1	Tesira TEC-1s	BIAMP Systems - Tesira PoE Ethernet Control surface	\$399.00	\$399.00	\$399.00
1	60-1681-01	Extron HAE 100 4K Plus HDMI Audio De-Embedder	\$523.00	\$523.00	\$523.00
1	WB-100-PS-6	WattBox® Power Strip - 6 Outlets	\$13.00	\$13.00	\$13.00
1	B4-HD2-1	Binary™ B4 Series 4K Ultra HD High Speed HDMI® Cable with Ethernet - 1m (3.3 ft)	\$8.00	\$8.00	\$8.00
1	SI-SA	3' RCA Audio Cable	\$10.00	\$10.00	\$10.00

**AUDIO DEVICES Total:****\$7,251.00****VIDEO DEVICES**

Quantity	Part Number	Description	Price	Extended	Subtotal
1	SI-SV	Da-Lite 76740LC 140" Wide Electric Screen w/extra drop	\$1,655.00	\$1,655.00	\$1,655.00
1	PT-VMZ60U7	Panasonic WUXGA 1920x1200 4500 Lumen Laser	\$3,285.00	\$3,285.00	\$3,285.00
1	RMAU	Chief - UNIVERSAL RPMA, Black	\$195.00	\$195.00	\$195.00
1	HD-TX-101-C-E	Crestron DM Lite – HDMI® over CATx Transmitter,	\$199.00	\$199.00	\$199.00
1	HD-RX-101-C-E	Crestron DM Lite – HDMI® over CATx Receiver, Surface	\$199.00	\$199.00	\$199.00
2	B4-HD2-2	Binary™ B4 Series 4K Ultra HD High Speed HDMI Cable with Ethernet - 2m (6.5 ft)	\$11.00	\$22.00	\$22.00

**VIDEO DEVICES Total:****\$5,555.00**

**RACK & CONTROLS**

Quantity	Part Number	Description	Price	Extended	Subtotal
1	SR-WMS-12U	Strong 12U Wall Rack	\$559.00	\$559.00	\$559.00
1	SR-SHELF-2U	Strong Rack Shelf   2U	\$43.00	\$43.00	\$43.00
1	JG11-15A-WEBB1	JuiceGoose Power Distribution Center with 11 Outlets and 15 Amp Capacity	\$94.00	\$94.00	\$94.00
1	MPC3-302-B	CSTRN - 3-Series Media Presentation Controller 302,	\$681.00	\$681.00	\$681.00
1	XMS-1208P	Luxul 12-Port/8-PoE Fast Ethernet AV Switch	\$365.00	\$365.00	\$365.00
<b>RACK &amp; CONTROLS Total:</b>					<b>\$1,742.00</b>

**Misc, Freight & Scaffolding Rental**

Quantity	Part Number	Description	Price	Extended	Subtotal
1	FREIGHT	Shipping / Freight Charges	\$475.00	\$475.00	\$475.00
1	HM-MISC	Scaffolding Rental	\$400.00	\$400.00	\$400.00
1	MiscCable	Misc Cable and Hardware	\$750.00	\$750.00	\$750.00
<b>Misc, Freight &amp; Scaffolding Rental Total:</b>					<b>\$1,625.00</b>

**Labor**

Quantity	Talent	Task	Duration	Subtotal
<b>AUDIO DEVICES</b>				
1	Integration - Labor	TBD	62 Hour(s)	\$4,650.00
1	Integration - Programming Labor - IH	TBD	8 Hour(s)	\$1,000.00
	<i>Biamp</i>			
<b>VIDEO DEVICES</b>				
1	Integration - Device Set-up & Testing	TBD	2 Hour(s)	\$200.00
1	Integration - Programming Labor - C	TBD	2 Hour(s)	\$250.00
	<i>Crestron</i>			
<b>Labor Total:</b>				<b>\$6,100.00</b>

Rental Total:	\$400.00
Sales Total:	\$15,773.00
Labor:	\$6,100.00
<b>Job Total:</b>	<b>\$22,273.00</b>

<b>Signature as Acceptance of Proposal and Terms:</b>	<b>Print Name:</b>	<b>Acceptance Date:</b>
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WEBB

**Terms & Conditions**

**This agreement is entered into by the above-listed Client(s) and Webb Integrations.** Client's signature represents acknowledgment and agreement to abide by the Sale Terms and Conditions

**GENERAL CONDITIONS**

The client agrees to purchase the equipment and services specified from Webb Integrations, Inc. 1420 S 4800 W, Ste D, Salt Lake City, UT 84104. A quote is not confirmed until an agreement is signed, accepted and payment terms have been approved by Webb Integration, Inc. The client agrees to pay the aforementioned fees and or labor/technical services for the entire term specified.

**PRODUCT SALE TERMS & FEES.**

The sale terms and fees for equipment and services shall be stated in advance. Client(s) agree to pay the full grand total amount including any and all additions and revisions. Equipment fees and Technical services are subject to change without notice and shall apply to each order placed. In the event of non-payment of technical services, equipment sales, and/or consumable items and/or damage charges, the client agrees to pay any collection cost incurred to collect the amount due including attorney fees and court costs. Overdue invoices are subject to late fees and interest in the amount of one and one-half percent (1.5%) per month or the maximum legal rate, whichever is lower. Checks and payments should be made payable to Webb Integration, Inc.

**EQUIPMENT OPERATION.**

The client agrees they are entirely responsible for knowing how to operate and configure all equipment purchased. Webb Integration installation charges and programming fees, if any covers only Webb Integration's technician(s) properly setting up, connecting, configuring, and interfacing with existing systems as outlined in the scope of work as approved by the client.

**EQUIPMENT FAILURE.**

In the event of equipment failure, Webb Integration agrees to provide technical support and repair service for normal wear and tear for the period of one year from the date of installation, subject to standard manufacturers warranty policies. The client agrees to immediately discontinue any attempted use of the equipment and agrees to notify Webb Integration of the problem. Webb Integration agrees in their discretion to troubleshoot and make the equipment operable within a reasonable time, within business hours and/or provide the client with loaner equipment if available.

**DISCLAIMER.**

You agree that you have selected the equipment based upon your own judgment and knowledge and are aware of possible malfunctions, which are inherent in the operation of such equipment. You assume all risks inherent in the operation and the use of the equipment. You agree to assume the entire responsibility for the defense of, and to pay, indemnify and hold us harmless from and hereby release us from any and all claims for damage of any kind resulting from the use, operation or possession of the equipment except as the result of Webb Integration sole negligence or willful act. We shall not be responsible for: (a) any personal injury, (b) property damage, (c) any incidental or consequential damages including the loss of anticipatory profits, (d) any loss or alteration of data of equipment supplied by you, or (e) the compatibility, unsuitability or incapacity of operating software to perform with any applications installed and used by you.

**CONTRACT.**

This contract is non-transferable to any other party or renter without permission from Webb Integration. Webb Integration reserves the right to terminate this agree at any time and retake possession of the equipment. This document represents our entire contract and there are no collateral, oral or any other agreements outstanding. None of our agreements may be changed unless signed by an officer for Webb Integration, Inc. and made a part of this contract.

THIS AGREEMENT SHALL BE GOVERNED BY AND CONSTRUED IN ACCORDANCE WITH THE LAWS OF THE STATE OF UTAH AND ANY DISPUTE BETWEEN WEBB Integration AND CLIENT ARISING OUT OF OR RELATED TO THE RELATIONSHIP ESTABLISHED BETWEEN THEM IN CONNECTION WITH THIS AGREEMENT, WHETHER ARISING IN CONTRACT, TORT, EQUITY OR OTHERWISE SHALL BE RESOLVED IN ACCORDANCE WITH THE LAWS OF THE STATE OF UTAH. ANY SUIT OR ACTION OF A PARTY HERETO AS PLAINTIFF AGAINST THE OTHER PARTY HERETO SHALL BE INSTITUTED IN A COURT OF COMPETENT JURISDICTION IN THE CITY OF SALT LAKE CITY, UTAH.



**Webb - Integration and Sales**

1420 South 4800 West Ste D  
Salt Lake City, Utah 84104  
Ph: (801) 484-8567

WEBB

**Integration Quote**

**Revision #**

**Printed: 7/6/2021**

<b>Bill to: Ogden Preparatory Academy</b>		<b>Job # 213548</b>
Ogden Preparatory Academy 1415 Lincoln Ave, Ogden, Utah 84404	<b>Room:</b>	<b>Order Status:</b> Quote Only <b>Quote Date:</b> 07/09/2020 <b>Sales Person:</b> Chris Webb <b>Email:</b> chrisw@wearewebb.com
<b>Contact:</b> Bruce Boughton <b>Phone:</b> <b>Email:</b>	<b>On-Site Contact:</b> <b>Phone:</b> <b>Email:</b>	

**Ogden Preparatory Academy**

Quantity	Part Number	Description	Price	Extended	Subtotal
6	AD-S10T-BK	QSC - 10" Two-way surface speaker, 70/100V transformer with 8Ω bypass, 90° conical DMT, coverage, includes X-Mount and weather input cup.	\$589.00	\$3,534.00	\$3,534.00
1	CX404	QSC - 4 channels 250 watts/ch amplifier	\$1,499.00	\$1,499.00	\$1,499.00
1	TesiraFORTE AI	BIAMP Systems - TesiraFORTE DSP fixed I/O server with 12 analog inputs 8 analog outputs	\$1,599.00	\$1,599.00	\$1,599.00
1	Tesira TEC-1s	BIAMP Systems - Tesira PoE Ethernet Control surface	\$399.00	\$399.00	\$399.00
1	60-1542-01	Extron HAE 100 4K HDMI Audio De-Embedder	\$529.00	\$529.00	\$529.00
1	WB-100-PS-6	WattBox® Power Strip - 6 Outlets	\$13.00	\$13.00	\$13.00
1	B4-HD2-1	Binary™ B4 Series 4K Ultra HD High Speed HDMI Cable with Ethernet - 1m (3.3 ft)	\$8.00	\$8.00	\$8.00
1	SI-SA	3' RCA Audio Cable	\$10.00	\$10.00	\$10.00
1	MiscCable	Misc Cable and Hardware	\$500.00	\$500.00	\$500.00
1	FREIGHT	Shipping / Freight Charges	\$200.00	\$200.00	\$200.00

**Total: \$8,291.00**

**Labor**

Quantity	Talent	Task	Duration	Subtotal
1	Integration - Labor	TBD	38 Hour(s)	\$2,850.00
1	Integration - Programming Labor - IH	TBD	8 Hour(s)	\$1,000.00

**Labor Total: \$3,850.00**

Sales Total: \$8,291.00

Labor: \$3,850.00

---

**Job Total: \$12,141.00**

<b>Signature as Acceptance of Proposal and Terms:</b>	<b>Print Name:</b>	<b>Acceptance Date:</b>
---	--------------------	-------------------------



WEBB

**Terms & Conditions**

**This agreement is entered into by the above-listed Client(s) and Webb Integrations.** Client's signature represents acknowledgment and agreement to abide by the Sale Terms and Conditions

**GENERAL CONDITIONS**

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**DISCLAIMER.**

You agree that you have selected the equipment based upon your own judgment and knowledge and are aware of possible malfunctions, which are inherent in the operation of such equipment. You assume all risks inherent in the operation and the use of the equipment. You agree to assume the entire responsibility for the defense of, and to pay, indemnify and hold us harmless from and hereby release us from any and all claims for damage of any kind resulting from the use, operation or possession of the equipment except as the result of Webb Integration sole negligence or willful act. We shall not be responsible for: (a) any personal injury, (b) property damage, (c) any incidental or consequential damages including the loss of anticipatory profits, (d) any loss or alteration of data of equipment supplied by you, or (e) the compatibility, unsuitability or incapacity of operating software to perform with any applications installed and used by you.

**CONTRACT.**

This contract is non-transferable to any other party or renter without permission from Webb Integration. Webb Integration reserves the right to terminate this agree at any time and retake possession of the equipment. This document represents our entire contract and there are no collateral, oral or any other agreements outstanding. None of our agreements may be changed unless signed by an officer for Webb Integration, Inc. and made a part of this contract.

THIS AGREEMENT SHALL BE GOVERNED BY AND CONSTRUED IN ACCORDANCE WITH THE LAWS OF THE STATE OF UTAH AND ANY DISPUTE BETWEEN WEBB Integration AND CLIENT ARISING OUT OF OR RELATED TO THE RELATIONSHIP ESTABLISHED BETWEEN THEM IN CONNECTION WITH THIS AGREEMENT, WHETHER ARISING IN CONTRACT, TORT, EQUITY OR OTHERWISE SHALL BE RESOLVED IN ACCORDANCE WITH THE LAWS OF THE STATE OF UTAH. ANY SUIT OR ACTION OF A PARTY HERETO AS PLAINTIFF AGAINST THE OTHER PARTY HERETO SHALL BE INSTITUTED IN A COURT OF COMPETENT JURISDICTION IN THE CITY OF SALT LAKE CITY, UTAH.



**Official Form  
of  
Ogden Preparatory Academy**

**3. Fiscal Management**

**3.06.TPL.1 Procurement Comparison Form**

**Effective/Revision Date:** 05/11/2020

**Page 1 of 2**

**Item(s) and/or Service(s) being procured**

Elementary Sound System

<b>Vendor #1</b>	<b>Total Cost/time frame</b>	<b>Date Received</b>
Marshall - Sound Only	\$24,800	10/08/2021
<b>Contact Name</b>	<b>Contact Number/Email</b>	<b>Website/other</b>
Dustin McCleve	801-870-1475	
<b>Specific Characteristics of Proposal</b>		
8 Distributed Speakers, Mounted AV Box with Simple Plug & Play Controls.		
<b>Vendor #2</b>	<b>Total Cost</b>	<b>Date Received</b>
Webb Audio & Video	\$22,273	9/15/2021
<b>Contact Name</b>	<b>Contact Number/Email</b>	<b>Website/other</b>
Chris Webb	801-484-8567	
<b>Specific Characteristics of Proposal</b>		
Includes Full Audio System with Mounted AV Box and New Integrated Projector.		
<b>Vendor #3</b>	<b>Total Cost</b>	<b>Date Received</b>
Webb - Audio Only	\$12,141	7/6/2021
<b>Contact Name</b>	<b>Contact Number/Email</b>	<b>Website/other</b>
Chris Webb	801-484-8567	
<b>Specific Characteristics of Proposal</b>		
Speakers and Amplifier only. Use same storage box and same projector.		

Specific documents to support bids should be attached to this form.

- Check if a second form is attached for additional vendor proposals. If completing digitally, additional vendor fields may be copied and pasted above in lieu of an additional form.

OPA Employee Contact Name	Date of Review
Andrew Smith	
Considerations for Decision	
The Webb Audio Video Combined Quote provides the most at the best cost point. The Marshall Sound System Quote is the best system but more expensive without including any video. There are two additional Quotes from Marshall for video as well.	
Vendor Selected	Date of Approval

Document History

Approved:

Legal References

<b>3.06.TPL.1 Procurement Comparison Form</b>	
Effective/Revision Date: 05/11/2020	Page 2 of 2

# Coversheet

## Administrative Board Report

**Section:** IV. Administrative Report  
**Item:** A. Administrative Board Report  
**Purpose:** FYI  
**Submitted by:**  
**Related Material:** 68-School\_Summary.pdf  
Administrative Board Report 10.14.2021.pdf

# UTREx Report - School Summary

68 Ogden Preparatory Academy

100 Ogden Preparatory Academy

October 1 2021 Counts		Prior Year
Grade	Oct 1 Count	Oct 1 Count
Kindergarten	104	99
Grade 1	96	93
Grade 2	100	105
Grade 3	109	104
Grade 4	96	95
Grade 5	<b>100</b>	111
Grade 6	110	103
Grade 7	105	112
Grade 8	112	105
Grade 9	105	112
Regular Total	1037	1039

October 1, 2021 Counts	Oct 1 Count	Prior Year Oct 1 Count
<b>Part Time</b>		
Home School	0	0
Private School	0	0
Stable	0	0
<b>Resident Status</b>		
Non Utah resident (A)	0	0
Utah Resident but NOT LEA resident (B)	0	0
LEA resident enrolled in another State (C)	0	0
F1 Foreign Exchange - no WPU (F)	0	0
J1 Foreign Exchange - WPU (J)	0	0
<b>Pre-Kindergarten</b>		
Regular	0	0
Special Ed	0	0

Demographics as of Oct 1, 2021							
Categories		Count	Prior Year Count	Categories		Count	Prior Year Count
<b>Overall</b>		1037	1039	<b>Limited English Proficient</b>	Yes	221	230
<b>Ethnicity / Race</b>	Hispanic/Latino	728	700		Refused Service	0	0
	American Indian	<b>44</b>	38		Fluent	<b>9</b>	14
	Asian	<b>29</b>	20		Total	230	244
	African American/Black	<b>34</b>	43	<b>Selected Flags</b>	Homeless	<b>0</b>	1
	Pacific Islander	<b>13</b>	8		Migrant	0	0
	White	958	969		Native Language Spanish	314	343
<b>Gender</b>	Female	520	518	<b>Tribal Affiliation</b>	Goshute	0	0
	Male	517	521		Navajo	<b>10</b>	9
<b>Free Lunch</b>	Eligible for Free	<b>482</b>	555		Paiute	0	0
	Eligible for Reduced Price	103	105		Northwest Band Shoshone	0	0
	Economic Disadvantaged	0	0		Ute	<b>4</b>	7
	"Disadvantaged" Total	<b>585</b>	660	Other Tribe	<b>30</b>	22	
<b>Special Education</b>	Time 'A'	<b>80</b>	89	<b>Youth In Custody</b>	Time 'A'	0	0
	Time 'B'	36	33		Time 'B'	0	0
	Time 'C'	11	12		Time 'C'	0	0
<b>Immigrants</b>		13	13				



**UTREx Report - School Summary**

68 Ogden Preparatory Academy 100 Ogden Preparatory Academy

<b>Charter School Economically Disadvantaged Counts (by District of Residence)</b>		
<b>Charter LEA Of Residence</b>	<b>TOTAL COUNT</b>	<b>ED COUNT</b>
Box Elder District	1	0
Davis District	21	9
Granite District	3	3
Morgan District	1	0
Ogden City District	837	492
Weber District	190	84

<b>KINDERGARTEN TYPES</b>	
FN	0
ON	0
EN	0
YN	0
FY	0
OY	0
EY	0
NN	106
<b>TOTAL</b>	<b>106</b>

**For summary information on High School Completion Status, Early Graduate Counts, or Reading On Grade Level please see the Year-end School Summary Cumulative report. For detailed information on graduation rates, please refer to the Federal Four Year Graduation Cohorts report under Year Round Reports.**

# UTREx Report - School Summary

## 68 Ogden Preparatory Academy

### LEA Totals

October 1 2021 Counts		Prior Year
Grade	Oct 1 Count	Oct 1 Count
Kindergarten	104	99
Grade 1	96	93
Grade 2	100	105
Grade 3	109	104
Grade 4	96	95
Grade 5	<b>100</b>	111
Grade 6	110	103
Grade 7	105	112
Grade 8	112	105
Grade 9	105	112
Grade 10	0	0
Grade 11	0	0
Grade 12	0	0
Regular Total	1037	1039

October 1, 2021 Counts	Count	Prior Year Count
<b>Part Time</b>		
Home School	0	0
Private School	0	0
Stable	0	0
<b>Resident Status</b>		
Non Utah resident (A)	0	0
Utah Resident but NOT LEA resident (B)	0	0
LEA resident enrolled in another State (C)	0	0
F1 Foreign Exchange - no WPU (F)	0	0
J1 Foreign Exchange - WPU (J)	0	0
<b>Pre-Kindergarten</b>		
Regular	0	0
Special Ed	0	0

### Demographics as of Oct 1, 2021

Categories	Count	Prior Year Count	Categories	Count	Prior Year Count	
<b>Overall</b>	1037	1039	<b>Limited English Proficient</b>	221	230	
<b>Ethnicity / Race</b>	Hispanic/Latino	728	700	Yes	230	
	American Indian	<b>44</b>	38	Refused Service	0	
	Asian	<b>29</b>	20	Fluent	14	
	African American/Black	<b>34</b>	43	Total	230	
	Pacific Islander	<b>13</b>	8	<b>Selected Flags</b>	Homeless	1
	White	958	969	Migrant	0	
				Native Language Spanish	314	343
<b>Gender</b>	Female	520	518	<b>Tribal Affiliation</b>	Goshute	0
	Male	517	521	Navajo	<b>10</b>	9
<b>Free Lunch</b>	Eligible for Free	<b>482</b>	555	Paiute	0	0
	Eligible for Reduced Price	103	105	Northwest Band Shoshone	0	0
	Economic Disadvantaged	0	0	Ute	<b>4</b>	7
	"Disadvantaged" Total	<b>585</b>	660	Other Tribe	<b>30</b>	22
<b>Special Education</b>	Time 'A'	<b>80</b>	89	<b>Youth In Custody</b>	Time 'A'	0
	Time 'B'	36	33	Time 'B'	0	0
	Time 'C'	11	12	Time 'C'	0	0
<b>Immigrants</b>	13	13				

**UTREx Report - School Summary****68 Ogden Preparatory Academy****LEA Totals**

<b>Charter School Economically Disadvantaged Counts (by District of Residence)</b>		
<b>Charter LEA Of Residence</b>	<b>TOTAL COUNT</b>	<b>ED COUNT</b>
Box Elder District	1	0
Davis District	21	9
Granite District	3	3
Morgan District	1	0
Ogden City District	837	492
Weber District	190	84

<b>KINDERGARTEN TYPES</b>	
FN	0
ON	0
EN	0
YN	0
FY	0
OY	0
EY	0
NN	106
<b>TOTAL</b>	<b>106</b>

**For summary information on High School Completion Status, Early Graduate Counts, or Reading On Grade Level please see the Year-end School Summary Cumulative report. For detailed information on graduation rates, please refer to the Federal Four Year Graduation Cohorts report under Year Round Reports.**



# OGDEN PREPARATORY ACADEMY

## Monthly Administrative Board Report

Date: October 14, 2021

### Events

#### 1. Recent Events

- a. September 13: OPA After Hours begins
- b. September 20-25: Oregon Field Trip
- c. October 7-8: Family Conferences

#### 2. Upcoming Events

- a. October 29: Trunk or Treat
- b. November 1: Big Smiles Dentist

### Academics

#### 1. Extended Learning

##### a. Afterschool Opportunities

- i. Junior High: Dalton Zundel will facilitate this program. We have posted positions for staff to run it under his direction. The current plan is for it to run from 3:00pm-5:00pm M-Th and 12:30pm-5:00pm Friday. Daily activities will include the following
  1. Movement/Exercise
  2. Snack
  3. Organized tutoring, potentially aligned with AVID
  4. Helproom/homework room staffed with subject level experts
- ii. Elementary:
  1. Approximately 30 each day, 58 currently enrolled
    - a. Some come for only a few days during the week
  2. Activities
    - a. Daily tutoring divided by grade level
    - b. STEM activities have been done to encourage critical thinking and teamwork
    - c. Campus cleanup
  3. Waiting list of approximately 30 students
  4. 4-H club is about to launch

2. Acadience Assessment (DIBELS) - Reading and Math
  - a. Teams will be assessing their scores at the next CTT meeting.
  - b. A data dive will be done by administration on October 26 and will be discussed and shared with the Board at the November board meeting.
3. Oregon Field Trip was September 20-25, 2021 under the direction of Teresa Hislop.
  - a. Successful field trip. No sickness or other incidents.

### **Signature Programs**

1. AVID (Advancement Via Individual Determination)
  - a. This year, we will be implementing a Strategy of the Quarter across both buildings to promote cohesion and unity. We are also building in more time for reflection about each strategy.
2. LIA (Latinos in Action)
  - a. LIA students begin tutoring in the elementary on Monday, October 11th.
  - b. They assisted with translating during Family Conferences and did a great job.
3. Leader in Me
  - a. Schoolwide Goals
    - i. Reading - 80% of students will read 20 minutes, 5 days per week
    - ii. Math - 80% of students will complete the weekly grade level-recommended time on a school math program (i-Ready, Zearn, etc.)
  - b. LIM lessons taught weekly in every classroom
4. OPA Athletics
  - a. We have concluded the fall season sports: volleyball, girls soccer and cross country. Volleyball and girls soccer did not make playoffs. The cross country team placed second in the district with one of our OPA runners being in the top three.

### **Finance and Compliance**

1. Submissions
  - a. EARS report and application have been submitted. This requires a great deal of data collection and manipulation. Stephanie Mathers was lead on this submission.
  - b. Title IV funds will be transferred to Title II. Title IV funds can be used for coaches salaries, and that is how we use Title II, so transferring the funds makes sense and reduces necessary reporting and application processing.
  - c. We had a carry over of FY20 Title IV funds which we will apply to stipends.
  - d. Gifted and Talented program funds were reported on for FY21, and applied for FY22. For FY22, we chose to focus on the underserved population of Economically Disadvantaged. 66% of our students are classified as Economically Disadvantaged, and only 50% of these students take honors courses. We use GT funds to supplement the AVID program which focuses on

- helping students access honors courses.
- e. The final budget report for FY21 was submitted and certified via UPEFS.
- f. UCAP Annual projections for enrollment were submitted.
- g. The USBE Dropout Prevention data submission was completed per USBE Rule R277.606
- h. GEER II application submitted. To be spent over 2 years, \$20,000 toward Stephanie Mathers' salary for meetings, contact tracing, policies, procedures and other responsibilities related to COVID. \$20,000 for supplies to clean and sanitize the building.
- i. USBE Fee Certificate of Compliance was submitted. This is a series of assurances that we are following the laws and rules regarding the charging of school fees, fundraisers, and donations.
- j. School Land Trust and UCAP directories have been updated with current Board members.
- k. Teachers are currently completing state mandated training on Suicide Prevention, Data Privacy, Title IX, and other topics. These training sessions are done through our staff Canvas course.
- l. October data submission was finalized. Associated reports were archived. See school summary for specific data. I have summarized some specific data here.
  - i. Special Education dropouts: 0.
  - ii. All errors were cleared.
  - iii. October 1 count, 1037.
  - iv. Students receiving English Language services: 230.
  - v. Economically Disadvantaged: 585. Our Free/Reduced applications are down due to free lunch for all. Considering offering an incentive for form completion in the future.
  - vi. Students with disabilities: 127

## Operations

- 1. Surveys
  - a. Board surveys for staff and parents have been distributed.
- 2. COVID and Quarantines
  - a. We have several staff and students who have tested positive for COVID.
  - b. Stephanie Mathers has been attending meetings and communicating with the Weber Morgan Health Department.
  - c. We have testing kits should we reach the test to stay threshold.
  - d. As of October, OPA is able to offer free, rapid testing to staff members at any time. All members of the Administration Team are trained to administer tests. We will also be offering these tests to students in specific situations. OPA has procured 1600 additional tests to be used in October.
  - e. OPA has been working with the Weber Morgan Health Department to ask parents to support us by having their students wear masks for 10 days when a classroom has a positive case. This can potentially reduce some quarantines and

school spread. We also have the ability to offer these students tests on day 7 (with parent consent).

3. Human Resources
  - a. Junior High Health teacher, Tara Hoffman, resigned. We hired Jasmine Nesbitt for this position.
  - b. Currently looking for an Elementary Teaching Assistant./'
4. Facilities Update
  - a. Air purification units installation is complete.
  - b. CO detector installation has backordered parts awaiting arrival.
  - c. 75 new Student Devices arrived and are being distributed.
  - d. Pavilion - Finalizing the concrete specs per Mark's recommendations
  - e. Mac Lab for photography arrived and is functioning. Students and teacher are very happy.
  - f. Environmental Sensors (Vape, etc.) have been installed and are working.
5. Food Service.
  - a. Free lunch and breakfast continues through the end of the school year.
6. Enrollment
  - a. FY22 Current numbers and Enrollment Plan (as of 09/08/2021)

Grade	K	1	2	3	4	5	6	7	8	9	All
October 1	104	96	100	109	96	100	110	105	112	105	1037
October 11	104	96	100	109	97	100	110	105	113	105	1039
FY21 Oct.	99	93	105	104	95	111	103	112	105	112	1039
Goal enrollment	100	100	100	100	100	108	108	115	115	115	1061
Lottery Pull target	105	110	110	110	110	115	115	120	120	120	1135

- b. Annual Withdrawals
  - i. 2017: 76
  - ii. 2018: 70
  - iii. 2019: 58
  - iv. 2020: 77
  - v. 2021: 94
- c. FY22 Lottery as of 10/11/2021

OGDEN PREPARATORY ACADEMY						
Grade	I	A	GWL	SWL	TWL	FWL
K	27	116	20	7	0	0
1	0	43	0	0	0	0
2	0	38	0	0	0	0
3	1	26	1	0	0	0
4	0	24	0	0	0	0
5	0	25	0	0	0	0
6	0	21	0	0	0	0
7	0	45	0	0	0	0
8	1	29	0	1	0	0
9	0	19	0	0	0	0
<b>Totals:</b>	<b>29</b>	<b>386</b>	<b>21</b>	<b>8</b>	<b>0</b>	<b>0</b>

7. FY22 Student Retention:

FY21 Grade	FY22 Grade	# Students Re-Enrolled FY21	FY20 Ending Enrollment	% Re-Enrolled
0	1	72	92	78.26%
1	2	85	93	91.40%
2	3	94	101	93.07%
3	4	82	98	83.67%
4	5	86	92	93.48%
5	6	97	104	93.27%
6	7	81	95	85.26%
7	8	94	108	87.04%
8	9	96	100	96.00%
		<b>787</b>	<b>883</b>	<b>89.13%</b>

FY21: 91.21%

FY20: 86.8%

FY19: 87.74%



# Coversheet

## LEA License Approval

**Section:** IV. Administrative Report  
**Item:** B. LEA License Approval  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** FY22LEASpecificLicenseRequests10-2021.pdf



Ogden Preparatory Academy  
 LEA Specific Licensing and Endorsement Requests  
 October 14, 2021

The OPA Administration recommends the following for LEA Specific Licenses and/or Endorsements:

<p><b>Name:</b> James Rhodes  <b>Recommendation:</b> Secondary Teaching, Social Studies Composite Endorsement</p> <p><b>Rationale:</b>                  Our Social Studies teacher took a position in Texas just before school started. We interviewed several candidates for this position, and James was the best fit. No candidates were highly qualified. James has a degree in Anthropology and is working toward teaching certification. He worked as a Teaching Assistant for the JH, and we were impressed with his work ethic, classroom management, and student interaction.</p>
<p><b>Name:</b> Ariana Romero  <b>Recommendation:</b> Secondary Teaching, College/Career Awareness &amp; Digital Learning Endorsement</p> <p><b>Rationale:</b> We interviewed multiple candidates for the CTE teacher replacement; however, none were highly qualified. Ariana has teaching experience in the field from out of state and is working on Utah certification.</p>
<p><b>Name:</b> Cameron Daley  <b>Recommendation:</b> Elementary Teaching</p> <p><b>Rationale:</b> We interviewed multiple candidates for elementary teachers, and we were able to find some great teachers who were highly qualified and hired them. We did have more positions to fill. Cameron has a degree in English and has been a substitute at OPA. He has been very successful managing a classroom at the elementary, and we determined he would be a good fit for teaching at OPA. Cameron is pursuing his teaching certification.</p>
<p><b>Name:</b> Chelsea Louth  <b>Recommendation:</b> Elementary Teaching</p> <p><b>Rationale:</b> Candice Hagon informed us in late July that she would not be returning. Chelsea was scheduled to work with Candice as she grew into teaching a class of her own. Chelsea is working on a Masters that will yield a teaching certificate. We had interviewed multiple candidates for the elementary positions, and determined that Chelsea was the best fit. We were also happy to promote from within as Chelsea knows our programs, team, and students.</p>
<p><b>Name:</b> Whitney Simpson  <b>Recommendation:</b> Secondary Teaching, Middle School Science Endorsement</p> <p><b>Rationale:</b> We hired a Science teacher in the Spring. Late in the summer, the new teacher resigned. We did not receive many applicants for the science position, and none were highly</p>



Ogden Preparatory Academy  
LEA Specific Licensing and Endorsement Requests  
October 14, 2021

qualified.  
Whitney is working on her science education certification.

**Name:** Jasmine Nesbitt Yardley

**Recommendation:** Secondary Teaching, Health Education Endorsement

**Rationale:**

Our Health Education teacher gave 2 weeks notice to leave September 30. No one applied for the position who was highly qualified. We pursued several leads to attempt to find someone with certification; however, we were unsuccessful. Jasmine is working on her Masters degree in Public Health. She is very experienced in health education, and is a good fit with our team. She will be completing the coursework necessary for a teaching certificate and Health endorsement.

# Coversheet

## Training on Local Health Trends

**Section:** IV. Administrative Report  
**Item:** C. Training on Local Health Trends  
**Purpose:** Discuss  
**Submitted by:**  
**Related Material:** STD\_Rates\_2010-2019.pdf  
Sexual\_Abuse\_Data\_2020.pdf  
Gonorrhea\_Cases\_2010-2019.pdf  
Adolescent\_Birth\_Data\_2019.pdf

**Table 3. Chlamydia Cases and Rates by District**, Ogden Preparatory Academy - OPA Board of Directors Meeting - Agenda - Thursday October 14, 2021 at 4:30 PM

Local Health District	Cases										Rates per 100,000 Population									
	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Bear River	238	275	295	251	267	348	354	353	394	391	143.5	164.4	175.2	147.6	155.7	200.2	199.4	195.5	214.4	209.3
Central	85	73	81	91	110	91	89	106	123	135	112.0	96.1	107.2	119.9	144.5	118.4	113.9	133.4	152.4	164.7
Davis	706	745	866	891	954	891	968	1143	1145	1155	229.3	238.9	274.1	276.5	290.2	266.3	283.9	329.7	326.1	324.9
Salt Lake	3515	3629	3932	3792	4278	4578	5107	5327	5290	5709	340.3	346.4	369.6	351.3	392.5	415.3	455.9	468.6	460.5	492.0
San Juan	N/A	N/A	N/A	N/A	N/A	55	54	60	43	55	N/A	N/A	N/A	N/A	N/A	360.9	352.3	392.7	280.0	359.3
Southeastern	103	121	147	168	126	69	69	70	100	91	182.2	214.4	259.9	299.9	225.8	171.2	171.8	176.2	250.5	226.2
Southwest	333	344	356	380	432	411	460	556	653	701	163.5	166.3	169.9	179.1	199.3	185.9	202.0	235.9	268.1	278.1
Summit	65	54	63	74	91	89	120	118	116	132	178.1	144.3	166.4	192.6	232.7	224.5	296.2	285.5	276.9	313.2
Tooele	126	134	118	141	143	164	159	194	186	188	215.4	226.4	197.4	232.5	232.7	261.8	246.1	287.5	265.8	260.2
TriCounty	83	87	90	112	136	118	124	111	147	97	159.0	163.8	164.4	197.2	233.5	197.8	215.3	197.8	261.0	171.3
Utah	720	789	791	774	940	974	1021	1180	1270	1362	138.5	148.7	146.6	140.4	167.7	170.1	173.0	194.5	204.3	214.1
Wasatch	29	34	42	38	35	29	46	42	46	57	122.7	139.3	165.7	142.9	125.8	99.6	151.4	131.7	139.1	167.2
Weber-Morgan	673	769	823	789	702	794	885	875	1043	998	278.5	315.8	334.5	317.8	280.0	312.7	342.4	332.2	389.7	366.5
Unknown	0	1	3	0	3	0	4	0	2	2	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>State Total</b>	6,676	7,055	7,607	7,501	8,217	8,611	9,460	10,135	10,558	11,073	240.5	250.7	266.6	258.9	279.8	288.8	311.0	326.8	334.8	345.4

Note: Cases were classified by *Morbidity and Mortality Weekly Report (MMWR)* year. San Juan County has been an independent LHD since 2015. Prior to 2015, it was served by the Southeastern Utah LHD

Sources: Cases - Bureau of Epidemiology, Utah Department of Health; Population Estimates - National Center for Health Statistics (NCHS) through a collaborative agreement with the U.S. Bureau of the Census.

## By County

## Count of Victims with Supported Sexual Abuse

If youth had more than one case with at least one supported sexual abuse allegation, they were counted each time (but only once/case).

County Name	Sexual Abu..	Case End Date					
		FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020
BEAVER	Y	<25	<25	<25	<25	<25	<25
BOX ELDER	Y	45	44	25	51	50	48
CACHE	Y	54	72	51	80	71	82
CARBON	Y	<25	<25	<25	<25	27	<25
DAGGETT	Y			<25			<25
DAVIS	Y	171	191	163	203	195	184
DUCHESNE	Y	42	41	31	32	<25	<25
EMERY	Y	<25	<25	<25	<25	<25	<25
GARFIELD	Y	<25	<25	<25		<25	
GRAND	Y	<25	<25	<25	<25	<25	<25
IRON	Y	33	58	59	40	50	42
JUAB	Y	<25	<25	<25	<25	<25	<25
KANE	Y	<25	<25	<25	<25	<25	<25
MILLARD	Y	<25	<25	<25	<25	<25	<25
MORGAN	Y	<25		<25	<25	<25	<25
PIUTE	Y			<25			
RICH	Y		<25				<25
SALT LAKE	Y	748	753	744	690	755	763
SAN JUAN	Y	<25	<25	<25	<25	<25	<25
SANPETE	Y	37	38	29	37	51	32
SEVIER	Y	<25	<25	<25	<25	<25	<25
SUMMIT	Y	<25	<25	<25	<25	<25	<25
TOOELE	Y	48	65	64	81	73	75
UINTAH	Y	57	59	56	59	37	35
UTAH	Y	375	321	344	354	392	297
WASATCH	Y	<25	<25	<25	<25	<25	<25
WASHINGTON	Y	97	80	92	92	82	86
WAYNE	Y	<25				<25	<25
WEBER	Y	151	133	154	154	209	191

<25 broken down by Case End Date Year vs. County Name and Sexual Abuse Yn. The data is filtered on State Abrv, which keeps UT. The view is filtered on County Name, which keeps 29 of 92 members.

## Grouped Counties to Show Numbers

### Count of Victims with Supported Sexual Abuse

If youth had more than one case with at least one supported sexual abuse allegation, they were counted each time (but only once/case).

County Name (group) 1	Sexual Abuse Yn	Case End Date				
		FY 2015	FY 2016	FY 2017	FY 2018	FY 2019
BEAVER, GARFIELD, IRON, KANE, PIUTE, WAYNE	Y	59	83	79	62	68
BOX ELDER	Y	45	44	25	51	50
CACHE & RICH	Y	54	73	51	80	71
CARBON, EMERY, GRAND	Y	27	31	32	43	38
DAGGETT, DUCHESNE, UINTAH	Y	99	100	88	91	59
DAVIS	Y	171	191	163	203	195
JUAB, MILLARD, TOOELE	Y	71	86	86	106	99
MORGAN, SUMMIT, WASATCH	Y	38	47	29	45	36
SALT LAKE	Y	748	753	744	690	755
SANPETE & SEVIER	Y	51	62	43	55	64
UTAH	Y	375	321	344	354	392
WASHINGTON	Y	97	80	92	92	82
WEBER	Y	151	133	154	154	209

Count of Victim Id broken down by Case End Date Year vs. County Name (group) 1 and Sexual Abuse Yn. The data is filtered on State Abrv and County Name. The State Abrv filter keeps UT. The County Name filter keeps 29 of 92 members.

## Grouped Counties to Show Numbers

### Count of Victims with Supported Sexual Abuse

If youth had more than one case with at least one supported sexual abuse allegation, they were counted each time (but only once/case).

County Name (group) 1	Sexual Abuse Yn	Case End ..
		FY 2020
BEAVER, GARFIELD, IRON, KANE, PIUTE, WAYNE	Y	60
BOX ELDER	Y	48
CACHE & RICH	Y	84
CARBON, EMERY, GRAND	Y	31
DAGGETT, DUCHESNE, UINTAH	Y	53
DAVIS	Y	184
JUAB, MILLARD, TOOELE	Y	97
MORGAN, SUMMIT, WASATCH	Y	44
SALT LAKE	Y	763
SANPETE & SEVIER	Y	45
UTAH	Y	297
WASHINGTON	Y	86
WEBER	Y	191

Count of Victim Id broken down by Case End Date Year vs. County Name (group) 1 and Sexual Abuse Yn. The data is filtered on State Abrv and County Name. The State Abrv filter keeps UT. The County Name filter keeps 29 of 92 members.



**Table 7. Gonorrhea Cases and Rates by Local Health District, Utah, 2010-2019**

Local Health District	Cases										Rates per 100,000 Population									
	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Bear River	7	3	8	7	35	17	27	49	53	39	4.2	1.8	4.8	4.1	20.4	9.8	15.2	27.1	28.8	20.9
Central	3	1	3	3	7	8	10	9	24	11	4.0	1.3	4.0	4.0	9.2	10.4	12.8	11.3	29.7	13.4
Davis	38	18	41	64	104	93	138	184	217	229	12.3	5.8	13.0	19.9	31.6	27.8	40.5	53.1	61.8	64.4
Salt Lake	197	198	341	685	1001	1048	1436	1653	1909	1897	19.1	18.9	32.1	63.5	91.8	95.1	128.2	145.4	166.2	163.5
San Juan	0	0	0	0	0	4	6	5	7	16	N/A	N/A	N/A	N/A	N/A	26.2	39.1	32.7	45.6	104.5
Southeastern	6	6	5	5	7	6	6	19	21	15	10.6	10.6	8.8	8.9	12.5	14.9	14.9	47.8	52.6	37.3
Southwest	5	10	14	16	23	55	56	88	65	84	2.5	4.8	6.7	7.5	10.6	24.9	24.6	37.3	26.7	33.3
Summit	2	2	3	5	9	10	11	7	22	24	5.5	5.3	7.9	13.0	23.0	25.2	27.2	16.9	52.5	56.9
Tooele	6	1	3	7	22	28	29	42	26	47	10.3	1.7	5.0	11.5	35.8	44.7	44.9	62.2	37.1	65.0
TriCounty	0	2	4	6	7	12	6	14	28	25	0.0	3.8	7.3	10.6	12.0	20.1	10.4	25.0	49.7	44.2
Utah	24	19	17	67	97	129	159	201	229	246	4.6	3.6	3.1	12.2	17.3	22.5	26.9	33.1	36.8	38.7
Wasatch	0	0	0	1	2	3	9	8	4	7	0.0	0.0	0.0	3.8	7.2	10.3	29.6	25.1	12.1	20.5
Weber-Morgan	22	17	44	85	124	147	206	262	290	243	9.1	7.0	17.9	34.2	49.5	57.9	79.7	99.5	108.3	89.2
Unknown	0	0	0	0	1	0	1	0	0	1	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>State Total</b>	310	277	483	951	1,439	1,560	2,100	2,541	2,895	2,884	11.2	9.8	16.9	32.8	49.0	52.3	69.0	81.9	91.8	90.0

Note: Cases were classified by *Morbidity and Mortality Weekly Report (MMWR)* year. San Juan County has been an independent LHD since 2015. Prior to 2015, it was served by the Southeastern Utah LHD

Sources: Cases - Bureau of Epidemiology, Utah Department of Health; Population Estimates - National Center for Health Statistics (NCHS) through a collaborative agreement with the U.S. Bureau of the Census.

## UTAH ADOLESCENT BIRTH DATA 2019

<b>Table 1: Utah Adolescent Birth Rates Age 15-19 by Local Health District per 1,000 Females, 2019</b>	
<b>Location</b>	<b>Rate per 1,000 females aged 15-19</b>
TriCounty LHD	22.1
Southeast Utah LHD	18.8
San Juan LHD*	16.6
Weber-Morgan LHD	15.1
Salt Lake County LHD	14.8
Central Utah LHD	13.6
Southwest Utah LHD	13.0
Tooele County LHD	12.6
Bear River LHD	10.9
Wasatch County LHD	9.5
Davis County LHD	8.8
Utah County LHD	7.6
Summit County LHD*	6.9
<b>State of Utah</b>	<b>12.0</b>
<b>U.S. (2018)</b>	<b>17.4</b>
<p>*Interpret with caution. Small numbers may affect the reliability of this information.            Source: Data are from Utah Department of Health. IBIS-PH <a href="http://ibis.health.utah.gov">ibis.health.utah.gov</a> (downloaded September 11, 2020). U.S. data is for 2018 and available at <a href="https://www.cdc.gov/nchs/data/nvsr/nvsr68/nvsr68_13-508.pdf">https://www.cdc.gov/nchs/data/nvsr/nvsr68/nvsr68_13-508.pdf</a></p>	

<b>Table 2. Utah Adolescent Birth Rates by Small Area (Ages 15-19) per 1,000 Females, 2019</b>			
Location	Rate	Location	Rate
West Valley (Center)	40.7	Utah County (South) V2	14.6
Salt Lake City (Glendale) V2	40.3	Hurricane/La Verkin	14.6
West Valley (East) V2	40.2	Blanding/Monticello	14.1
Daggett and Uintah County	32.3	Layton/South Weber	14.0
Taylorsville (East)/Murray (West)	32.3	North Salt Lake	13.5
Salt Lake City (Rose Park)	30.5	Wasatch County	13.0
Midvale	29.7	Roy/Hooper	12.8
South Salt Lake	29.6	North Logan	12.3
Ben Lomond	29.4	Summit County (East)	12.0
Kearns V2	29.3	Washington City	11.4
Murray	28.4	Orem (West)	11.0
West Valley (West) V2	27.7	West Jordan (West)/Copperton	11.0
San Juan (Other)	26.2	Spanish Fork	10.4
Ogden (Downtown)	26.0	Sandy (Center) V2	10.3
Tremonton	26.0	Eagle Mountain/Cedar Valley	10.3
Provo (West City Center)	25.1	Orem (East)	9.8
Richfield/Monroe/Salina	24.7	Lehi	9.4
Magna	23.8	Smithfield	9.3
Duchesne County	23.6	Ivins/Santa Clara	8.6
Orem (North)	21.3	Holladay V2	7.7
Emery County	21.0	Bountiful	7.7
Delta/Fillmore	20.0	Sanpete Valley	7.7
Southwest LHD (Other)	19.8	Logan V2	7.3
Riverdale	<b>19.8</b>	Woods Cross/West Bountiful	7.2*
West Jordan (Northeast) V2	19.6	Herriman	7.1
Grand County	19.1	Saratoga Springs	7.0
Clearfield Area/Hooper	19.1	Provo (East City Center)	6.7
Washington County (Other) V2	19.0	Syracuse	6.6
Central (Other)	19.0	South Jordan V2	6.6
Taylorsville (West)	18.5	Riverton/Bluffdale	6.5
Brigham City	18.2	Pleasant Grove/Lindon	6.4
West Jordan (Southeast)	17.9	Millcreek (South)	6.1
Sandy (West)	17.9	Cache County (Other)/Rich County (All) V2	6.0
Carbon County	17.8	Salt Lake City (Downtown) V2	5.8
Payson	17.3	Salt Lake City (Sugar House)	5.7
Hyrum	17.2	American Fork	5.6
Tooele Valley	16.9	Weber County (East)	5.4
Cedar City	16.9	Farmington	5.3
South Ogden	16.8	Draper	5.1
Box Elder County (Other) V2	15.9	Kaysville/Fruit Heights	5.1
St. George	15.9	Mapleton	5.1*
Nephi/Mona	15.7	Centerville	5.0*
Tooele County (Other)	15.5	Salem City	4.9*
Springville	15.0	Cottonwood	4.6

Sandy (Northeast)	4.3*	
Daybreak	4.2	
Morgan County	4.0*	
Park City	3.8*	
Salt Lake City (Foothill/East Bench)	3.0*	
Millcreek (East)	3.0*	
Alpine	2.3*	
Salt Lake City (Avenues)	2.2*	
Provo/BYU	1.7	
Sandy (Southeast)	1.5*	
Salt Lake City (Southeast Liberty)	**	
<b>Utah (3-year average)</b>	<b>14.1</b>	

Rates are based on years 2017-2019  
\*Small numbers make the rates unreliable and do not meet the reliability standards for the Utah Department of Health  
\*\* Suppressed  
Data are from Utah Department of Health IBIS-PH [ibis.health.utah.gov](https://ibis.health.utah.gov) (downloaded September 11, 2020)

<b>Table 3. Utah Adolescent Birth Rates, Age 15-19 Rates by Ethnicity per 1,000 Females, 2019</b>	
<b>Ethnicity</b>	<b>Rate per 1,000 Females</b>
Hispanic Females	28.4
NonHispanic Females	8.0

Data are from Utah Department of Health IBIS-PH [ibis.health.utah.gov](https://ibis.health.utah.gov) (downloaded September 11, 2020)

<b>Table 4. Utah Adolescent Birth Rates, Age 15-19 by Race per 1,000 Females, 2019</b>	
<b>Race</b>	<b>Rate per 1,000 Females</b>
Other Race	38.7
American Indian or Alaska Native	23.36
Black or African American	22.62
Native Hawaiian or Other Pacific Islander	10.87
White	10.17
Asian	5.04

Data are from Utah Department of Health IBIS-PH [ibis.health.utah.gov](https://ibis.health.utah.gov) (downloaded September 11, 2020)

More detailed data can be found on Utah's Public Health Indicator Based Information System (IBIS) (<https://ibis.health.utah.gov/topic/Index.html>) You may also contact the Maternal & Infant Health Program Epidemiologist, Nicole Stone ([nstone@utah.gov](mailto:nstone@utah.gov) or 801-273-2873), or the Teen Pregnancy Prevention Specialist, Elizabeth Gerke ([egerke@utah.gov](mailto:egerke@utah.gov) or 801-273-2870), for data specific to your area or population.

# Coversheet

## Policies

**Section:** V. Policies

**Item:** A. Policies

**Purpose:** Vote

**Submitted by:**

**Related Material:**

1.02.TPL.1\_Board\_Member\_Agreement.pdf

8.02.POL\_Donations\_and\_Fundraising\_Policy\_-\_Google\_Docs.pdf

7.02.POL\_Bullying\_and\_Hazing\_Policy\_-\_Google\_Docs.pdf

5.07.POL\_OPA\_Personal\_Use\_of\_School\_Equipment\_Policy.pdf

7.14.POL\_Enrollment\_and\_Lottery\_Policy.pdf

5.01.POL Building Use Policy.pdf



**Official Policy  
of  
Ogden Preparatory Academy**

**1. School Board Operations**

**1.02.TPL.1 Board Member Agreement**

**Effective/Revision Date:** 9/23/2021

**Page 1 of 2**

Ogden Preparatory Academy Board of Directors  
Board Member Agreement

I, \_\_\_\_\_, understand that as a member of the Ogden Preparatory Academy Board of Directors, I have a legal and moral responsibility to ensure that the organization does the best work possible in pursuit of its goals. I believe in the purpose and the mission of the organization, and I will act responsibly and prudently as its steward. I have read, understand and am willing to comply with the Board of Directors General Responsibilities, the Board Policies and the Individual Board Member Performance Expectations. If I ever find myself in a situation where I am unable to fulfill these expectations, I will resign from the Board. In turn, the organization will be responsible to me in the following ways:

1. I will be sent, without request, monthly financial statements and an update of organizational activities that allow me to meet the “prudent person” section of the law.
2. The organization will help me perform my duties by keeping me informed about issues in the industry and field in which we are working, and by offering me opportunities for professional development as a board member.
3. Board members and the School Administration will respond in a straightforward fashion to questions I have that are necessary to carry out my board and committee-related responsibilities to this organization.
4. Board members and the School Administration will work in good faith with me towards achievement of our goals.
5. If the organization does not fulfill its commitments to me, I can call on the Board Chair and School Administration to discuss these responsibilities.

\_\_\_\_\_  
Member, OPA Board of Directors

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chair, OPA Board of Directors

\_\_\_\_\_  
Date

Document History

Approved: 06/26/2013

Reviewed: 9/23/2021

Legal References

**1.02.TPL.1 Board Member Agreement**

Effective/Revision Date: 06/26/2013

Page 2 of 2



## Official Policy of Ogden Preparatory Academy

### 8. Parents and Community

#### 8.02.POL Donations and Fundraising Policy

**Effective/Revision Date:** 01/19/2017

**Page 1 of 6**

Ogden Preparatory Academy (the School) may engage directly in fundraising, in order to help advance the School's mission. The School encourages the contributions of gracious donors who have the resources, and the inclination, to make donations for the benefit of the School and its students. This policy establishes guidelines and standards for the School's acceptance of donations and gifts as well as for fundraising activities.

### DEFINITIONS

1. Fundraising is an activity or event that is provided, sponsored, or supported by the School and uses students to generate funds through:
  - a. The sale of goods;
  - b. The sale of services;
  - c. The solicitation of money from individuals or businesses; or
  - d. Other lawful means or methods that use students to generate funds.
  
2. Group Fundraiser or Group Fundraising ~~is means~~ a fundraising activity where the money raised is used for the benefit of a group, team, or organization, ~~including overnight group field trips.~~
  
3. A School Sponsored Event ~~is means~~ an activity, camp, class, club, clinic, fundraising event, program, or other event ~~that~~ is provided, sponsored, or supported by the School. To make that determination, the following questions must be considered:
  - Is the ~~event~~ activity, camp, class, club, clinic, fundraising event, program, or other ~~event~~ authorized by the School, according to ~~School~~ local education Board policy?
  - Is ~~the event~~ ~~it~~ managed or supervised by the School or an employee in the employee's school employment capacity?
  - Does ~~the event~~ ~~it~~ use, more than inconsequentially, the ~~SLEA's or~~ school's facilities, equipment, or other ~~S~~ school resources?
  - Is ~~the event~~ ~~it~~ supported or subsidized, more than inconsequentially, by public funds?



If ANY of the above are answered with a yes, the event is considered “School Sponsored.”

## SCHOOL SPONSORED FUNDRAISING

~~Fundraising is defined as an organized effort to solicit individuals, businesses or foundations for money or in-kind gifts to be given directly to the School. ←~~



~~For the purposes of this policy, “school sponsored” means activities that are expressly authorized by the School’s Principal or Board of Directors that support the School or authorized curricular clubs, activities, sports, classes, or programs that are themselves school sponsored.~~

~~School sponsored activities must be managed or supervised by School employees. Activities sponsored by the School’s parent organization are not school sponsored activities, but the parent organization may be involved in and provide assistance in connection with the school sponsored activities.~~

## USAGE AND APPROVAL

The School will create a corresponding procedure for approval of fundraising activities. Fundraising facilitated by the School will only be used for School Sponsored programs as defined in this policy.

The funds generated through students must be used for:

1. Financial support to a school;
2. Financial support to any School Sponsored class, group, team, or program;
3. The benefit of a particular charity; or
4. Other charitable purposes.

## INDIVIDUAL FUNDRAISING

The School will not require individual fundraising as a condition for membership in a team, group, or class. However, the School may provide voluntary, individual fundraising opportunities for students that meet the usage and approval criteria.

## GROUP FUNDRAISING

### 8.02.POL Donations and Fundraising Policy

Effective/Revision Date: 01/19/2017

Page 2 of 6

Only group fundraisers can be required as allowed in Board rule R277-407. When the School does require group fundraisers for students to participate in an activity, class, or program, the School will comply with all requirements in UCA 53G-7 and Board rule R277-407. Compliance will include the following:

- Parents will be notified of fundraising requirements for activities, classes, or programs, including extended field trips.
- If a student chooses to not participate in the Fundraiser, the ~~School~~LEA may limit participation in the activity.
- Funds raised in a required Group Fundraiser must benefit the group, team, organization, or program
- Fundraising funds from Group Fundraisers can be used to reduce the cost of the activity fees for all members of the team, group, or organization. Fundraising funds cannot be used to only cover the cost of fee waiver students. The costs for fee waiver students must be covered through other funding sources.
- The School may not impose sales quotas, but may require a specific time commitment for Group Fundraising,
- The School shall maintain student and family confidentiality and avoid overtly identifying individual students' participation to circumvent peer pressure, shaming, stigmatizing, bullying or the like.

~~The following guidelines must be followed in connection with School fundraising:~~

~~¶~~

- ~~The fundraising activity must be undertaken with the intent of obtaining a benefit consistent with the School's mission;~~¶
- ~~The fundraising activity must not violate the School's charter, Board policies, or applicable law;~~¶
- ~~Proposals for fundraising activities must be submitted to the School's Principal for approval;~~¶
- ~~The Principal may restrict the time, place and manner of any approved fundraising activity;~~¶
- ~~Fundraising activities should be planned and scheduled in a manner that does not create conflict, confusion, or excessive fundraising pressures on students, families or potential donors;~~¶
- ~~Fundraising activities that may expose the School to risk of financial loss or liability if the activity is not successful should not be approved;~~¶
- ~~The participation of School employees, students and parents in any fundraising activity must be voluntary. However, school employees may be assigned to supervise students in~~

## 8.02.POL Donations and Fundraising Policy

Effective/Revision Date: 01/19/2017

Page 3 of 6

~~connection with school-sponsored fundraising activities in connection with their employment. Such employees may be compensated for such work as appropriate as determined by the Principal;¶~~

- ~~● Students may not be required to participate in a fundraising activity as a condition for belonging to a team, club or group. A student's fundraising efforts may not affect his or her participation time or standing in any team, club or group;¶~~
- ~~● Competitive enticements for student participation in fundraising efforts are generally discouraged, and the Principal must approve any such rewards or prizes;¶~~
- ~~● The Principal will ensure that the School's Fee Waiver Policy is complied with in connection with all School-sponsored fundraising activities that involve fees. Any fee waivers must be granted in accordance with the Fee Waiver Policy;¶~~
- ~~● All funds raised through school-sponsored fundraising activities are considered public funds and will be handled accordingly. The Principal will ensure that all other applicable fiscal policies are complied with in connection with fundraising activities;¶~~
- ~~● Any fundraising activities that are related to the School, but not school-sponsored, such as fundraising activities of the parent organization, should clearly inform School patrons that the activity is not school-sponsored. School employees may participate in such activities as volunteers, but must not represent that they are acting as employees or representatives of the School;¶~~
- ~~● The Principal will ensure that charitable donation receipts are provided as necessary;¶~~
- ~~● The School's employer identification number and sales tax exemption number may only be used by School personnel in connection with school-sponsored activities. No other entity, including the School's parent organization, may use these numbers;¶~~
- ~~● Any School employee involved in managing or overseeing non-school-sponsored fundraising must disclose to the Principal any financial or controlling interest in or access to bank accounts of the fundraising organization or company;¶~~
- ~~● The School may cooperate with outside entities such as the parent organization in connection with non-school-sponsored fundraising activities. The School may allow these groups to use School facilities at little or no charge. At the Principal's discretion, the School may provide some level of support or pay for portions of these activities. The details of the arrangements for non-school-sponsored fundraising activities shall be understood and agreed to by the Principal and the representatives of the outside entity. They must take into consideration the School's fiduciary responsibility for the management and use of public funds and assets.¶~~
- ~~● The School is committed to principles of gender equity and compliance with the Title IX guidance. The School commits to use all facilities, unrestricted gifts and other available funds in harmony with these principles. The School reserves the right to decline or~~

**8.02.POL Donations and Fundraising Policy**

Effective/Revision Date: 01/19/2017

Page 4 of 6

~~restrict donations, gifts and fundraising proceeds, including those that might result in gender inequity or a violation of Title IX. Fundraising opportunities should be equitable for all students, comply with Title IX and be in harmony with Article X of the Utah Constitution.~~

## DONATIONS AND GIFTS

### ACCEPTANCE OF DONATIONS

~~A School Administrator~~~~The Business Director~~**Principal** will ensure that charitable donation receipts are provided to donors as necessary.

~~A School Administrator~~~~The Business Director~~**Principal** must approve voluntary donations from private individuals or organizations in excess of \$1,000 and any donation involving donor restrictions prior to accepting the donation. The Board of Directors must approve any voluntary donations from private individuals or organizations in excess of \$10,000. The School may not accept donations with the condition that the donation provides direct benefit to ~~individuals~~**specific** School employees, students, vendors or name brand goods or services. **However, donations can be used to support specific School Sponsored programs as long as a donation is applied equitably across a program.**

The ~~Business Director~~**Principal** must ensure that any applicable fiscal policies of the School are complied with in connection with donations. The School will comply with other applicable laws and regulations including, but not limited to, procurement requirements, rules related to construction of improvements, IRS regulations and Title IX requirements.

The ~~Business Director~~**Principal** will ensure that School employees receive appropriate training in connection with these policies. Training shall be provided at least annually to employees whose job duties are affected by the School’s fiscal policies.

### USAGE OF DONATIONS

The ~~Business Director~~**Principal** is ~~also~~ responsible for ensuring that donor restrictions of accepted donations are complied with and that compliance can be verified.

<b>8.02.POL Donations and Fundraising Policy</b>	
Effective/Revision Date: 01/19/2017	Page 5 of 6

The School may not transfer or expend donated property in a manner contrary to donor restrictions imposed as a condition for making the donation.

If advertising or other services are offered to a donor in exchange for a donation or gift, the School will objectively value the donation or gift in order to ensure the School receives at least current fair market value.

~~The Board will review this policy at least bi-annually.~~

## TITLE IX STATEMENT OF COMPLIANCE

The School is committed to principles of gender equity and compliance with the Title IX guidance. The School commits to use all facilities, unrestricted gifts and other available funds in harmony with these principles. The School reserves the right to decline or restrict donations, gifts and fundraising proceeds, including those that might result in gender inequity or a violation of Title IX. Fundraising opportunities should be equitable for all students, comply with Title IX and be in harmony with Article X of the Utah Constitution.

### Document History

Approved: 09/11/2003

Revised: 01/19/2017 Some language changed to reflect change in practice.

### Legal References

R277-407

UCA 53G-7-501(7)(b)

## 8.02.POL Donations and Fundraising Policy

Effective/Revision Date: 01/19/2017

Page 6 of 6



# Official Policy of Ogden Preparatory Academy

## 7. Students

### 7.02.POL Bullying and Hazing Policy

**Effective/Revision Date:** 12/15/2016

**Page 1 of 13**

## ~~PURPOSE~~~~POLICY~~

~~It is the policy of the Board of Directors (the Board) of Ogden Preparatory Academy (the School) that in order to promote a safe, civil learning environment, the School prohibits all forms of bullying, retaliation or harassment of students and School personnel (a) on School property, (b) at School-related or sponsored events, or (c) while the students or School personnel are traveling to or from School property or School-related or sponsored events. The School Principal shall ensure that appropriate adult supervision is in place at all School-related or sponsored events.~~

~~¶~~

~~Students and School personnel are prohibited from making false allegations of bullying, cyber-bullying, hazing, harassment or retaliation against a student or School personnel. If a report is deemed to be false, the School principal or designee(s) shall investigate the potential bullying acts of the reporter.~~

~~¶~~

~~In addition, School personnel, coaches, sponsors and volunteers shall not permit, condone or tolerate any form of hazing or bullying and shall not plan, direct, encourage, assist, engage or participate in any activity that involves hazing or bullying.~~

~~Any bullying, harassment, cyber-bullying, hazing, or retaliation found to be targeted at a federally protected class is further prohibited under federal anti-discrimination laws and is subject to U.S. Department of Education Office for Civil Rights (OCR) compliance regulations.~~

Bullying, cyber-bullying and hazing of students and employees are prohibited, are against federal, state and local policy, and are not tolerated by Ogden Preparatory Academy (the School). The School is committed to providing all students with a safe and civil school environment in which all members of the school community are treated with dignity and respect.

To that end, The School has in place policies, procedures, and practices designed to reduce and eliminate all forms of bullying, cyber-bullying, and hazing—including civil rights violations or actions based on a student's or employee's actual or perceived race, color, national origin, sex, disability, religion, religious clothing, gender identity, sexual orientation, or other physical or mental attributes—as well as processes and procedures to deal with such incidents.

## DEFINITIONS

1. ~~Bullying: For the purposes of this policy, bullying shall include harassment, cyber bullying, hazing, and retaliation. Bullying is defined as intentionally or knowingly committing an act that:~~ “Bullying” means a school employee or student intentionally committing a written, verbal, or physical act against a school employee or student that a reasonable person under the circumstances should know or reasonably foresee will have the effect of:
  - a. Endangers the physical health or safety;
  - b. Involves any brutality of a physical nature such as whipping, beating, branding, calisthenics (beyond the parameters of the Physical Education Core), bruising, electric shocking, placing of a harmful substance on or in the body, or exposure to the elements;
  - c. Involves consumption of any food, liquor, drug, or other substance known or suspected to be harmful for human consumption considering age and allergies;
  - d. Involves other physical activity that endangers the physical health and safety;
  - e. Involves physically obstructing the freedom of a School employee or student to move; and
  - f. Is done for the purpose of placing a School employee or student in fear of:
    - i. Physical harm to the School employee or student; or
    - ii. Harm to property of the School employee or student.
  - g. The conduct described in R277-613-1B constitutes bullying, regardless of whether the person against whom the conduct is committed directed, consented to, or acquiesced in the conduct.
2. ~~Civil Rights Violations: bullying, including cyber bullying, harassment, or hazing that is targeted at a federally protected class.~~ “Civil rights violation” means bullying, cyber-bullying, or hazing that is targeted at a student or employee upon the students’ or employees’ identification as part of any group protected from discrimination under the following federal laws:
  - a. Title VI of the Civil Rights Act of 1964, including discrimination on the basis of race, color, or national origin;
  - b. Title IX of the Education Amendments of 1972, including discrimination on the basis of sex; or
  - c. Section 504 of the Rehabilitation Act of 1973 and Title II of the Americans with Disabilities Act of 1990, including discrimination on the basis of disability;
3. Cyber-bullying: Using the internet, a cell phone, or another device to send or post, text, video, or an image with the intent or knowledge, or with reckless disregard, that the text, video or image will hurt, embarrass or threaten an individual, regardless of whether the individual directed, consented to, or acquiesced in the conduct or voluntarily accessed the electronic communication.
4. Federally protected class: any group protected from discrimination under federal law.
  - a. Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color or national origin
  - b. Title IX of the Education Amendments of 1972 prohibits discrimination on the basis of sex.

## 7.02.POL Bullying and Hazing Policy

Effective/Revision Date: 12/15/2016

Page 2 of 13

- c. Section 504 of the Rehabilitation Act of 1973 and Title II of the Americans with Disabilities Act of 1990 prohibits discrimination on the basis of disability.
  - d. Other areas included under these acts include religion, gender and sexual orientation.
5. Harassment: Repeatedly communicating to another individual, in an objectively demeaning or disparaging manner, statements that contribute to a hostile learning or work environment for the individual.
6. Hazing: Intentionally or knowingly committing an act that:
- a. **Involves** any of the following:
    - i. Endangers the physical health or safety of a School employee or student;
    - ii. Involves any brutality of a physical nature such as whipping, beating, branding, calisthenics (beyond the parameters of the Physical Education Core), bruising, electric shocking, pacing of a harmful substance on the body, or exposure to the elements,
    - iii. Involves consumption of any food, liquor, drug, or other substance known or suspected to be harmful for human consumption considering age and allergies;
    - iv. Involves other physical activity that endangers the physical health and safety of a School employee or student; or
    - v. Involves physically obstructing a School employee’s or student’s freedom to move;
  - b. **AND** any of the following:
    - i. Is done for the purpose of initiation or admission into, affiliation with, holding office in, or as a condition for, membership or acceptance, or continued membership or acceptance, in any School or School sponsored team, organization, program, or event; or
    - ii. If the person committing the act against a School employee or student knew that the School employee or student is a member of, or candidate for, membership with a School, or School sponsored team, organization, program, or event to which the person committing the act belongs to or participates in.
  - c. The conduct described above constitutes hazing, regardless of whether the person against whom the conduct directed, consented to, or acquiesced in the conduct.
7. Retaliate or Retaliation: an act or communication intended:
- a. As retribution against a person for reported bullying or hazing; or
  - b. To improperly influence the investigation of, or the response to, a report of bullying or hazing.
8. **Abusive conduct: Verbal, nonverbal, or physical conduct of a parent or student directed toward a school employee that, based on its severity, nature, and frequency of occurrence, a reasonable person would determine:**
- a. **Is intended to cause intimidation, humiliation, or unwarranted distress;**
  - b. **Results in substantial physical or psychological harm as a result of intimidation, humiliation, or unwarranted distress; or**

**7.02.POL Bullying and Hazing Policy**



- c. Exploits an employee's known physical or psychological disability a. a single act does not constitute abusive conduct, unless it is an especially severe and egregious act that meets the standard under Subsection (A)(1), (2), or (3).

## **PROHIBITED CONDUCT**

1. Bullying, cyber-bullying, and hazing of students and/or employees by students and/or employees will not be tolerated:
  - a. on school property;
  - b. at a school related or sponsored event;
  - c. while the school employee or student is traveling to or from a location or event described above in (a) or (b).
2. A student or school employee shall not engage in retaliation against:
  - a. a school employee;
  - b. a student; or
  - c. an investigator for, or witness of, an alleged incident of bullying, cyber-bullying, hazing, or retaliation.
3. A student or school employee shall not make a false allegation of bullying, cyber-bullying, hazing, or retaliation against a school employee or student.
4. Any bullying, cyber-bullying, or hazing that is found to be targeted at a federally protected class is further prohibited under federal anti-discrimination laws and is subject to compliance regulations from the Office for Civil Rights.

## **REPORTING AND INVESTIGATION TEAM**

Reports of bullying shall be made to the School Investigators, as designated below. ~~Principal~~.

The School will promptly and reasonably investigate allegations of bullying, cyber-bullying, and/or hazing. The School designates seven investigators who are responsible to receive, investigate, and respond to reports. These investigators are:

1. Elementary Principal
2. Elementary Vice Principal
3. Elementary Counselor
4. Elementary Behavior Coordinator
5. Junior High Principal
6. Junior High Counselor
7. Administrative Designee

The Investigators will be responsible for handling all complaints by students and employees alleging bullying, cyber-bullying, or hazing. The Investigators will follow the corresponding 7.02.PRC Bullying and Hazing Investigations and Actions procedure.

### **7.02.POL Bullying and Hazing Policy**

Effective/Revision Date: 12/15/2016

Page 4 of 13

## PRIVACY AND INVESTIGATIONS

It is the School's policy, in compliance with state and federal law, that students have a limited expectation of privacy on the school's Internet system, and routine monitoring or maintenance may lead to discovery that a user has violated district policy or law. Also, individual targeted searches will be conducted if there is reasonable suspicion that a user has violated policy or law. Personal electronic devices of any student suspected of violation of the above policy will be confiscated for investigation and may be turned over to law enforcement.

## INVESTIGATION PROCESS

1. The School is required to promptly investigate allegations of bullying, cyber-bullying, hazing, and retaliation by interviewing at least the alleged victim and the individual who is alleged to have engaged in prohibited conduct.
2. The School may also interview the following as part of an investigation:
  - a. parents of the alleged victim and the individual who is alleged to have engaged in prohibited conduct;
  - b. any witnesses;
  - c. school staff; and
  - d. other individuals who may provide additional information.
3. An individual who investigates an allegation of an incident shall inform an individual being interviewed that:
  - a. to the extent allowed by law, the individual is required to keep all details of the interview confidential; and
  - b. further reports of bullying may become part of the investigation.
4. The confidentiality requirement described above in (1)(b) does not apply to:
  - a. conversations with law enforcement professionals;
  - b. requests for information pursuant to a warrant or subpoena;
  - c. a state or federal reporting requirement; or
  - d. other reporting required by this rule.
5. In conducting an investigation under this section, the School may:
  - a. review disciplinary reports of involved students; and
  - b. review physical evidence, consistent with search and seizure law in schools, which may include:
    - i. video or audio;
    - ii. notes;
    - iii. email;
    - iv. text messages;
    - v. social media; or
    - vi. Graffiti

## DISCIPLINARY ACTIONS

### 7.02.POL Bullying and Hazing Policy

Effective/Revision Date: 12/15/2016

Page 5 of 13

1. A report of bullying, cyber-bullying, hazing, and retaliation may be made anonymously, but the School will not take formal disciplinary action based solely on an anonymous report..
2. Each reported complaint will include:
  - a. The name of complaining party;
  - b. The name of offender (if known);
  - c. The date and location of incident(s); and
  - d. A statement describing the incident(s), including names of witnesses (if known).
3. Verified violations shall result in consequences or penalties. Administration will develop procedures and guidelines for the appropriate selection and application of penalties. Consequences or penalties may include but are not limited to:
  - a. Implementing a discipline plan or behavior contract;
  - b. Using restorative justice practices or mediations;
    - i. The School shall notify the involved students’ parents of the restorative justice practice or mediation and obtain consent from the involved student(s)’s parent(s) before including victim in the process;
  - c. Supporting students through trauma-informed practices;
  - d. Suspension or removal from a school-sponsored team or activity, including school sponsored transportation;
  - e. Student suspension or expulsion from school; and/or
  - f. Lesser disciplinary action, such as detention or actions consistent with the School’s behavior management program.
  - g. The Principal or Designee may refer any victim or perpetrator for counseling.
  - h. The Principal may involve parents/guardians in resolving any conduct prohibited by this policy.
4. School officials have the authority to discipline students for off-campus speech that causes or threatens a substantial disruption on campus, including School activities, violent altercations, or a significant interference with a student’s educational performance and involvement in School activities.
5. If, after an investigation, a School employee is found to be in violation of this policy, the employee shall be disciplined by appropriate measures, which may include the following
  - a. Employee suspension or termination;
  - b. Reassignment;
  - c. Other actions against employee as appropriate;
  - d. Application of the School’s established grievance process.
6. Additional procedures will be developed to address, as appropriate:
  - a. Protecting the victim and other involved individuals from being subjected to:
    - i. Further bullying, cyber-bullying, or hazing, and
    - ii. Retaliation for reporting the bullying, cyber-bullying or hazing;
  - b. Fair and timely opportunity for the accused to explain the accusations and defend his/her actions prior to student or employee discipline; and
  - c. Providing due process rights.

**7.02.POL Bullying and Hazing Policy**

## NOTIFICATIONS AND REPORTING

1. The school will notify a parent if the parent’s student threatens suicide, or if the student is involved in an incident of bullying, cyber-bullying, hazing, or retaliation.
  - a. The Principal or designee will attempt to contact the parent or guardian by telephone or schedule an in-person meeting with them to discuss these matters within twenty-four (24) hours of the report.
  - b. In the event the Principal or designee is not able to meet in person or discuss via telephone, the Principal or designee will notify the parent or guardian in writing within five (5) school days of the report.
  - c. The School will produce and maintain a record in the Behavior Management System that details the reported complaint and verifies that the parent was notified of the incident or threat.
  - d. The School will not disclose the record to anyone unauthorized to receive it and will not use the record for purposes not allowed under the law.
  - e. Notification records shall be maintained by the School principal or designee until the student(s) involved graduates from high school, at which time the records shall be disposed of securely.
2. In compliance with Utah Code Subsection 53E-3-401 (3) and State Board of Education Administrative Rule R277-613, the School will complete Annual Reporting of Allegations of Bullying, Cyber-bullying, Hazing, and Retaliation. The report will include the following:
  - a. information about this policy;
  - b. yearly incidents;
  - c. incidents related to civil rights; and
  - d. Other information as requested by the State Superintendent of Education
3. The school will follow all state and federal laws, as well as state board rules to report incidents of bullying, cyber-bullying, and retaliation to law enforcement when appropriate. Procedures for notifying law enforcement and other agencies will be detailed in the corresponding Procedure.

## STATEMENT OF COMPLIANCE WITH CIVIL RIGHTS

### When Civil Rights Violations Occur:

1. The School is responsible for identifying bullying, cyber-bullying, and hazing incidents about which it knows or reasonably should have known when it involves a protected class. The school must take immediate and appropriate action to investigate what occurred.
2. These duties are the school’s responsibility to investigate regardless of whether a person makes a complaint, a person requests the school to take action, or a person identifies the bullying, cyber-bullying or hazing as a form of discrimination.

<b>7.02.POL Bullying and Hazing Policy</b>	
Effective/Revision Date: 12/15/2016	Page 7 of 13

3. If it is determined that the bullying, cyber-bullying, or hazing occurred as a result of the student-victim’s membership in a protected class, the school shall take prompt and effective steps reasonably calculated to:
  - a. end the bullying, cyber-bullying, or hazing
  - b. eliminate any hostile environment,
  - c. assess prevalence in school culture, physical facilities, and systemic practices to prevent its recurrence

**FIRST AMENDMENT STATEMENT**

This policy does not prohibit expressive activity protected by the First Amendment of the United States Constitution. However, if off-campus speech that may constitute a bullying, cyber-bullying, or hazing incident creates a substantial disruption to the school environment, under Tinker v. Des Moines, 393 U.S. 503 (1969), the School may take disciplinary action against the student who initiated the speech. Factors that the School may consider in determining whether a substantial disruption has occurred are:

1. Whether there is a verbal or physical confrontation over the incident at school;
2. Whether there is likely to be a verbal or physical confrontation based on evidence of a prior relationship between the victim and the student who initiated the speech;
3. Whether any part of the speech that gave rise to the incident was repeated at school;
4. Whether students are discussing the incident during class or if it otherwise is disrupting school work;
5. Whether there is a widespread whispering campaign or rumor sparked by the off campus incident that disrupts the school environment and students’ abilities to focus on school;
6. Whether administrators who dealt with the incident were pulled from their ordinary tasks to address the incident and how much time it took out of an administrator’s day to do so;
7. Whether speech similar to the off-campus speech in this incident has occurred in the past and has resulted in violence or near violence at school;
8. Whether there is a negative effect on classroom activities as a result of the off-campus incident; or
9. Whether the speech was violent or whether there is a history of violence from the student/s who initiated the speech (Note: true threats are not protected by the First Amendment if it advocates “imminent” violence or unlawful conduct. Thus, a message that threatens physical harm, even if it isn’t meant to be serious, may not be protected by the First Amendment and the person who utters such a message may be disciplined by the School.)

~~The Principal or designee shall promptly make a reasonably thorough investigation of all complaints of prohibited conduct, including, to the extent possible, anonymous reports and shall administer appropriate discipline to all individuals who violate this policy. Formal disciplinary action is prohibited based solely on an anonymous report. The Principal and/or designees shall take reasonable steps to maintain the anonymity of involved individuals. Investigations shall be~~

<b>7.02.POL Bullying and Hazing Policy</b>	
Effective/Revision Date: 12/15/2016	Page 8 of 13

~~duly documented. School personnel will take strong responsive action to prevent retaliation, including assisting a harassed student and his or her parents in reporting subsequent problems and new incidents.~~ ¶

¶

~~The Principal may report to law enforcement all acts of bullying, hazing or retaliation that constitute suspected criminal activity.~~ ¶

~~The Principal may report to OCR all acts of bullying that may be violations of students or employees' civil rights.~~

¶

~~Students have a limited expectation of privacy on the School's computer equipment and network system, and routine monitoring and maintenance is expected. Also, individual targeted searches will be conducted if there is reasonable suspicion that a user has violated policy or law. Personal electronic devices of any student suspected of violation of this policy will be confiscated for investigation and may be turned over to law enforcement.~~

~~**PARENT NOTIFICATION**~~ ¶

¶

~~The Principal or designee will notify a student's parent or guardian (a) if the student threatens to commit suicide or (b) of any incidence of bullying involving the student. The Principal or designee will attempt to contact the parent or guardian by telephone or schedule an in-person meeting with them to discuss these matters within twenty-four (24) hours of the report. In the event the Principal or designee is not able to meet in person or discuss via telephone, the Principal or designee will send a letter to the parent or guardian providing the required notification within five (5) school days of the report.~~ ¶

¶

~~The Principal or designee will produce and maintain a record that verifies that the parent or guardian was notified. Notification records shall be maintained by the School principal or designee until the student(s) involved graduates from high school, at which time the records shall be disposed of securely.~~ ¶

~~**CONSEQUENCES OF PROHIBITED BEHAVIOR**~~ ¶

¶

~~School officials have the authority to discipline students for off-campus speech that causes or threatens a substantial disruption on campus, including School activities, violent altercations, or a significant interference with a student's educational performance and involvement in School activities.~~ ¶

¶

~~If, after an investigation, a student is found to be in violation of this policy by participating in or encouraging conduct prohibited by this policy, the student shall be disciplined by appropriate measures up to, and including, suspension and/or expulsion, pursuant to Utah Code Ann.~~

<b>7.02.POL Bullying and Hazing Policy</b>	
Effective/Revision Date: 12/15/2016	Page 9 of 13

~~53A-11-904, removal from participation in School activities, and/or discipline in accordance with regulations of the OCR.¶~~

~~¶~~

~~If, after an investigation, a School employee is found to be in violation of this policy, the employee shall be disciplined by appropriate measures, which may include termination.¶~~

~~¶~~

~~**ADDITIONAL PROVISIONS¶**~~

~~¶~~

~~The Principal will ensure compliance with OCR regulations when civil rights violations are reported, as follows:¶~~

- ~~1. Once the School knows or reasonably should know of possible student on student bullying, cyberbullying, harassment or hazing, the School must take immediate and appropriate action to investigate.¶~~
- ~~2. If it is determined that the bullying, cyberbullying, harassment or hazing did occur as a result of the student victim's membership in a protected class, the School shall take prompt and effective steps reasonably calculated to:¶~~
  - ~~a. End the bullying, cyberbullying, harassment, or hazing¶~~
  - ~~b. Eliminate any hostile environment, and¶~~
  - ~~c. Prevent its recurrence.¶~~
- ~~3. These duties are the School's responsibilities even if the misconduct is also covered by a separate anti-bullying policy and regardless of whether the student makes a complaint, asks the School to take action, or identifies the bullying, cyberbullying, harassment or hazing as a form of discrimination.¶~~

~~The Principal will take reasonable steps to ensure that any victim or reporter of prohibited conduct will be protected from further bullying.~~

**CREATING AND UPDATING THE BULLYING POLICY**

The School will create and implement procedures as required by Utah Code which fulfill the following requirements:

1. Develop, update, and implement bullying policies as required by Utah Code Section 53G-9-605 and this rule;
2. Gather input from students, parents, teachers, school administrators, school staff, or law enforcement agencies by allowing review of this policy annually on or before June 30.
3. Develop an action plan to address a reported incident of bullying, cyber-bullying, hazing, or retaliation;
4. Provide a requirement for a signed statement that meets the requirements of Utah Code Subsection 53G-9-605 (3)([g]h) annually; and
5. Assess students about the prevalence of bullying, cyber-bullying, hazing, and retaliation in the School. Specifically, locations where students are unsafe and additional adult supervision may be required, such as playgrounds, hallways, bathrooms, locker rooms and lunch areas, will be provided on a bi-annual basis.

<b>7.02.POL Bullying and Hazing Policy</b>	
Effective/Revision Date: 12/15/2016	Page 10 of 13

6. Conduct an annual survey of students assessing the prevalence of bullying specifically on the playground, in the hallways and in the lunch areas prior to the end of the academic year.

~~The Principal or designee shall conduct an annual survey of students assessing the prevalence of bullying specifically on the playground, in the hallways and in the lunch areas prior to the end of the academic year. Additionally, School Personnel and applicable stakeholders shall review this policy annually on or before June 30.~~

~~¶~~

~~The Principal may refer any victim or perpetrator for counseling. The Principal may involve parents/guardians in resolving any conduct prohibited by this policy.~~

~~¶~~

## **TRAINING**

All students, school employees, coaches, and volunteers at the School will receive annual training from a qualified professional regarding bullying, cyber-bullying, and hazing and retaliation. This training will address:

1. Overt aggression that may include physical fighting such as punching, shoving, kicking, and verbal threatening behavior, such as name calling, or both physical and verbal aggression or threatening behavior;
2. Relational aggression or indirect, covert, or social aggression, including rumor spreading, intimidation, enlisting a friend to assault a child, and social isolation;
3. Bullying, cyber-bullying, and hazing of a sexual nature or with sexual overtones;
4. Cyber-bullying, including use of email, web pages, text messaging, instant messaging, three-way calling or messaging or any other electronic means for aggression inside or outside of school;
5. Bullying, cyber-bullying, hazing and retaliation based upon the students' or employees' identification as part of any group protected from discrimination under the following federal laws:
  - a. Title VI of the Civil Rights Act of 1964, including discrimination on the basis of race, color, or national origin;
  - b. Title IX of the Education Amendments of 1972, including discrimination on the basis of sex; or
  - c. Section 504 of the Rehabilitation Act of 1973 and Title II of the Americans with Disabilities Act of 1990, including discrimination on the basis of disability; and
6. Training on civil rights violations will include compliance when civil rights violations are reported;
7. Bullying, cyber-bullying, hazing and retaliation including training and education specific to bullying based upon students' or employees' actual or perceived, characteristics, including race, color, national origin, sex, disability, religion, religious clothing, gender identity, sexual orientation, or other physical or mental attributes or and conformance or failure to conform to stereotypes; and
8. Awareness and intervention skills such as social skills training.

### **7.02.POL Bullying and Hazing Policy**

Effective/Revision Date: 12/15/2016

Page 11 of 13



A licensed educator shall supervise volunteers and is responsible for ensuring the volunteer is trained in the above areas. Volunteers shall report violations or suspected violations of this policy to their supervisor. Volunteers shall not engage in bullying activities themselves and must follow policy requirements or may be asked to leave the School if in violation of this policy.

In addition to training for all school employees, students, employees, and volunteer coaches involved in any extra-curricular activity shall:

1. Participate in initial bullying and hazing prevention training prior to participation in the extra-curricular activity;
2. Participate in initial bullying, cyber-bullying, and hazing prevention training to be completed by every employee by January 30, 2019 and repeated at least every three years thereafter;
3. Receive information annually of the prohibited activities list provided previously in this Policy and the potential consequences for violation of this Policy.

### SUICIDE PREVENTION

The School will implement a youth suicide prevention program for students. All licensed educators must complete 2 hours of professional development in youth suicide prevention training once every license renewal cycle.

~~¶ The principal will inform students, parents, School personnel and volunteers that all forms of bullying are prohibited and will distribute a copy of this policy to stakeholders. ¶~~

~~¶ The Principal will ensure that School employees receive training regarding bullying including training on civil rights violations and compliance when civil rights violations are reported. Employee training shall include training on overt aggression, relational aggression, indirect, covert or social aggression and sexual aggression. All training curricula, schedules and participant lists shall be maintained by the Human Resource Director. ¶~~

~~¶ To the extent possible, programs or initiatives designed to provide training and education regarding awareness, intervention skills and the prevention of bullying should be implemented. ¶~~

~~¶ In addition to training for all students and School employees, students, employees, and volunteer coaches involved in any extracurricular activity shall: ¶~~

- ~~1. Participate in bullying and hazing prevention training prior to participating. ¶~~
- ~~2. Repeat bullying and hazing prevention training at least every three years. ¶~~
- ~~3. Be informed annually of the prohibited activities list provided previously in this policy and the potential consequences for violation of this policy. ¶~~

<b>7.02.POL Bullying and Hazing Policy</b>	
Effective/Revision Date: 12/15/2016	Page 12 of 13

- ~~4. Be subject to standards and disciplinary actions consistent with R277-515 in all responsibilities and activities of their assignments.~~

~~The Principal will establish administrative procedures consistent with this policy and applicable laws.~~

### Document History

Approved: Unknown  
Revised: 06/12/2013  
12/15/2016

### Legal References

R277-613  
R277-609  
R277-613-1B  
Title VI of the Civil Rights Act of 1964  
Title IX of the Education Amendments of 1972  
Section 504 of the Rehabilitation Act of 1973  
Title II of the Americans with Disabilities Act of 1990  
Utah Code 53A-11a-203  
Utah Code 53A-13-302  
Utah Code 53A-11-904  
R277-515  
53G-11-512  
53E-9-605(3)(f)  
53E-3-401 (3)  
53G-9-605  
53E-9-702  
53G-11-501  
53G-8-202

## **7.02.POL Bullying and Hazing Policy**

Effective/Revision Date: 12/15/2016

Page 13 of 13



**Official Policy  
of  
Ogden Preparatory Academy**

**5. Facilities**

**5.07.POL OPA Personal Use of School Equipment Policy**

**Effective/Revision Date:**

**Page 1 of 1**

**Purpose:**

Ogden Preparatory Academy has equipment that is used for a variety of reasons. OPA strives to provide appropriate and adequate equipment to the staff to support in completing and maintaining the facilities as well as providing the best instructional experience possible.

In order to provide an effective educational program, school equipment will be utilized for its intended use. School equipment will remain on campus for use in operational and instructional settings. However, if the principal, an administrator, or their designee deems it appropriate, equipment may be checked out to an OPA Employee for the development, enhancement, and enrichment of the goals and objectives of the school providing that the use of the equipment is related to the employee's duties.

Users should use it responsibly and appropriately. Each user is responsible for the equipment being used and should establish and enforce appropriate procedures to govern the use.

Ogden Preparatory Academy equipment may be used in connection with rental of school facilities.

Document History

Approved:

Legal References



## Official Policy of Ogden Preparatory Academy

### 7. Students

#### 7.14.POL Enrollment and Lottery Policy

**Effective/Revision Date:** 02/18/2009

**Page 1 of 1**

### PURPOSE

To provide guidelines on appropriate procedures on the enrollment and lottery process.

### POLICY

In regards to applications, enrollment and lottery procedures, Ogden Preparatory Academy (OPA) will follow all state and federal laws.

The lottery shall be administered using preferences as set forth in the Ogden Preparatory Academy Exhibit A and Bylaws.

When a child is chosen through the lottery process, parents are responsible for giving OPA any and all safe school records in order for the child to attend OPA.

Any misrepresentation or lack of information on the discipline records form included in the registration will result in loss of school membership until such time the child re-enters the lottery process with full disclosure.

### Document History

Approved: 02/18/2009

Revised: *Added preferences language.*

### Legal References



## Official Policy of Ogden Preparatory Academy

### 5. Facilities

#### 5.01.POL Building Use Policy

**Effective/Revision Date:** 11/19/2015

**Page 1 of 5**

### PURPOSE

The purpose of this policy is to establish ~~directives~~ procedures for the use of the Ogden Preparatory Academy (the “School”) building and facilities by outside individuals and groups.

### POLICY

In accordance with state law, the School’s facilities are available for use as a “civic center” when such use does not interfere with a School function or purpose, does not violate any applicable law or regulation, and does not otherwise impose an unreasonable burden on the School or expose the School or participants to unreasonable risk.

Any permission to use School facilities is granted pursuant to Utah Code 53A-3-413 and -414 and is considered a permit for governmental immunity purposes under Utah Code 63G-7-201(4)(c). The School therefore has full governmental immunity under Utah Code 63G-7-301(5)(c) for claims arising in connection with such use of the facilities.

The OPA Administration will consider facility rentals that meet the following requirements:

1. Short Term Rentals:
  - a. Short Term rentals will be considered to groups, individuals, and organizations seeking to use the facilities for private use.
  - b. Short term agreements are not to exceed 50 days. These agreements can auto renew, but the School retains the ability to stop use at the end of each term.
  - c. Failure to adhere to the terms of this agreement may result in immediate termination of an agreement.
2. Rentals by religious groups and for religious purposes will not be permitted.

The School retains the right to consider the overall objective of the event prior to entering into a rental agreement with an organization. The School’s participation in a rental agreement with an organization does not imply an endorsement or affiliation with the group or event.

The kitchen shall not be rented.

## PROCEDURES

Fees for the use of facilities shall be charged as outlined in this Policy and will be collected prior to use. ~~Installment payments may be arranged.~~

A Building Use Agreement must be signed by the user prior to the date of use.

Usage time shall initially be computed from the time of requested opening to anticipated closing of the ~~building(s) doors~~. Closing time shall be the time when all persons associated with the use have left the building ~~and the building has been secured.~~, ~~and the f~~Any fees shall ~~will~~ be adjusted for additional time used. ~~Persons lingering in the building are the user's responsibility. The renter is responsible to ensure the building is secure during use.~~ ¶

Equipment, ~~keys~~, and property shall not be loaned or removed from the building. ~~The School may provide access cards to 3rd party vendors and organizations as part of a rental agreement.~~

Facilities such as computer lab, ~~or media center shall center, or kitchen shall~~ not be used unless approved by the ~~Administration Principal~~ and school personnel are present during the entire time of the function.

~~Buildings may not be used without adequate School supervision as determined by the Principal. A member of the Administration shall coordinate with the renter to ensure supervision requirements are met. The School shall monitor renters using video surveillance and other technology. The assigned supervisor is responsible for oversight of the facilities while in use.~~

~~A~~In addition to the building supervision provided by the School, all ~~renters~~use groups must provide supervision to maintain order and prevent damage to or loss of School property.

Any individual or entity using the facilities for commercial purposes must provide, before ~~the~~ use, a Certificate of Insurance evidencing public liability coverage of one million dollars (\$1,000,000) per occurrence and naming the School as an additional insured.

The ~~renter~~user must comply with any applicable standards of safety and behavior of the School and Utah law. Violation of any of these standards is grounds for termination of the use agreement and the immediate removal of individuals associated with the use. Violation may result in the forfeiting of all deposits and additional charges may be assessed.

Additional fees may be charged for use of School equipment (spot lights, DVD players and televisions, microphones, etc.) and supplies.

The ~~Administration Principal~~ may establish conditions of use intended to protect the facilities from damage or unreasonable wear and tear.

<b>5.01.POL Building Use Policy</b>	
Effective/Revision Date: 11/19/2015	Page 2 of 5

~~Renters~~Users shall pay for any damage to the facilities or School equipment caused by their use.

## RENTAL INQUIRIES

Organizations interested in renting School facilities ~~should~~shall email the school at [info@ogdenprep.org](mailto:info@ogdenprep.org) or fill out a contact form on the school website.

## FEES

Except where the ~~Administration~~Principal has discretion under this Policy, ~~renters~~users will be charged fees as set forth in the Fee Schedule below, which is subject to periodic review and revision.

~~School Clubs, Groups, Organizations, and The school's Parent Organization and~~ individual classes may use the facilities free of charge for qualifying, school-related activities. Such use must be approved by and coordinated with the ~~Administration~~School's Principal. These activities must be approved by the ~~Administration~~Principal before notice of the event is distributed.

~~Charitable and nonprofit rates apply to non-profit organizations such as service clubs, Boy Scouts, Girl Scouts, United Way, cities and counties.~~ The ~~Administration~~Principal may grant free use of the facilities to non-profit organizations at the ~~Administration's~~Principal's discretion when the use will not create additional expense for the School.

## Security Deposit

At the discretion of the ~~Administration~~Principal, the ~~renter~~user may be charged a refundable security deposit of up to \$500. The ~~Administration~~Principal shall determine the amount of the security deposit based on the size of the group, the location of the activity, and the type of activity involved. Security deposits shall be paid by the ~~renter~~user in a transaction prior to the first event or activity held at the school. ~~in a separate check and deposited by the School.~~

Following the ~~rental~~use period, the ~~Administration~~Principal or designee shall inspect the facility for damage or ~~areas~~mess requiring ~~custodial services~~extra cleanup time. Any such extra charges ~~shall~~will be deducted from the security deposit, and the remaining security deposit shall be refunded to the ~~renter~~user. Should there be no extra charges assessed, the full amount of the security deposit shall be refunded.

## Personnel

~~At least one School staff member must be present during any use of the facilities.~~ The ~~Administration~~Principal will set the fees based on the number and type of personnel required for

<b>5.01.POL Building Use Policy</b>	
Effective/Revision Date: 11/19/2015	Page 3 of 5

a particular activity. General supervision of the facility may be assigned to a custodian, teacher, administrator or other qualified staff member.

~~Renters~~Users must pay for any additional custodial services that are required.

~~At least one staff member is required for use of the kitchen.~~

~~¶~~

~~COMMERCIAL AND CHARITABLE AND NONPROFIT OPA BUILDING RENTAL FEE SCHEDULES~~¶

The Rental Fee Schedule is established by the Board and is subject to periodic review.

<del>OPA Commercial and Charitable Nonprofit</del>		<del>¶</del>
<del>Building Rental Fee Schedule</del>		
<del>Facility</del>	<del>Fee Commercial</del>	<del>Charitable/Nonprofit</del> ¶
<del>Parking Lot</del>	<del>\$40/day</del>	<del>\$10/day</del> ¶
<del>Cafeteria</del> ¶	<del>\$125/hour</del> ¶	<del>\$50/hour</del> ¶
<del>Multipurpose room</del> ¶	<del>\$125/hour</del> ¶	<del>\$50/hour</del> ¶
<del>Kitchen</del> ¶ <del>(At least one member of the school lunch staff is required for rental of the kitchen.)</del> ¶	<del>\$125/hour</del> ¶	<del>\$50/hour</del> ¶
<del>Gymnasium Only</del>	<del>\$75 1st hour</del> <del>\$25 for each additional hour</del> <del>hour</del>	<del>\$65/hour</del> ¶
<del>Soccer Field</del>	<del>\$200/game</del>	<del>\$200/game</del> ¶
<del>Classroom (each)</del>	<del>\$40/hour</del>	<del>\$20/hour</del> ¶
<del>Other school indoor areas</del>	<del>As negotiated</del>	
<del>Personnel</del>	<del>Fee Commercial</del>	<del>Charitable/Nonprofit</del> ¶
<del>Building Supervisor</del>	<del>\$40</del> <del>35/hour</del>	<del>\$35/hour</del> ¶
<del>Additional Staff</del>	<del>\$30</del> <del>20/hour</del>	<del>\$20/hour</del> ¶
<del>Kitchen Staff</del>	<del>\$20/hour</del>	<del>\$20/hour</del> ¶
<del>Equipment</del>	<del>Fee Commercial</del>	<del>Charitable/Nonprofit</del> ¶
<del>Equipment fees are done on a case-by-case basis.</del> <del>Administrator</del> <del>Principal</del> or designee will determine fees. Fees shall be documented in the Building Rental Agreement.	<del>TBD</del>	<del>TBD</del> ¶

<b>5.01.POL Building Use Policy</b>	
Effective/Revision Date: 11/19/2015	Page 4 of 5



A la Carte Custodial	Fee	
Custodial fees are included in the rental fees listed above. In the event that a rental fee is waived for a nonprofit or charity, a required custodial fee will be assessed.	\$75/day	

**Document History**

Approved: 08/14/2013

Revised: 11/19/2015

**Legal References**

Utah Code 53A-3-413

Utah Code 53A-3-414

Utah Code 63G-7-201(4)(c)

Utah Code 63G-7-301(5)(c)

<b>5.01.POL Building Use Policy</b>	
Effective/Revision Date: 11/19/2015	Page 5 of 5