



## Ogden Preparatory Academy

### OPA Board of Directors Meeting

Published on April 13, 2023 at 7:26 AM MDT

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#### Date and Time

Thursday April 13, 2023 at 4:30 PM MDT

#### Location

1435 Lincoln Avenue  
Ogden UT 84404

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

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#### Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>4:30 PM</b>
<b>A. Call the Meeting to Order</b>			
The Board of Directors will be touring the Early Childhood Center from 4:30 to approximately 4:45 pm.			
<b>B. Record Attendance</b>			1 m
<b>C. Approve Minutes</b>	Approve Minutes	Sara Mejeur	1 m
Approve minutes for OPA Board of Directors Meeting on March 9, 2023			
<b>D. Approve Minutes</b>	Approve Minutes	Sara Mejeur	5 m

	Purpose	Presenter	Time
	Approve minutes for OPA Board of Directors Meeting, Electronic on March 23, 2023		
E.	Opportunity for Public Input		5 m
F.	Ratify votes from February and March meetings.	Vote Sara Mejeur	5 m

Since there was not an in-person quorum present at the February 9, February 12, March 9, or March 23 Board meetings, all votes must be ratified.

#### February 9, 2023

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

#### February 22, 2023

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

#### March 9, 2023

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

#### March 23, 2023

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

	Purpose	Presenter	Time
<b>II. Finance</b>			<b>4:47 PM</b>
<b>A. Financial Review</b>	FYI	Debbie Deem	5 m
<b>B. No Red Ink</b>	Vote	Stephanie Mathers	5 m

**NoRedInk** offers authentic assessments, adaptive practice, personalized content, and actionable data to improve students' writing and grammar skills. It is used at the Junior High with high fidelity among all ELA teachers.

<b>C. Playground Turf - Elementary</b>	Vote	Debbie Deem	5 m
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It is proposed that we install artificial turf under the playground equipment at the Elementary. Procurement and bid sheets attached.

<b>III. Administrative Report</b>			<b>5:02 PM</b>
<b>A. Administrative Board Report</b>	FYI	Debbie Deem	5 m
<b>B. FY24 Calendar</b>	Vote	Sara Mejeur	5 m

Request approval of proposed calendar.

<b>C. Proposed Employee Benefit Changes</b>	Vote	Debbie Deem	5 m
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1. Removal of the Medical Waiver Stipend.
2. Addition of the Daycare assistance benefit:
  1. The school will cover 50% of the costs of employee children after any DWS subsidy.
  2. Examples:
    1. Employee receives full DWS subsidy; Employee pays \$0; OPA pays \$0.
    2. Employee receives a partial DWS subsidy and has a responsibility of \$300/child. Employee pays \$150/child; OPA pays \$150/child.
    3. Employee does not qualify for DWS subsidies; Employee pays \$377 for 4 year old child; OPA pays \$377 for 4 year old child.

<b>IV. Executive Session</b>			<b>5:17 PM</b>
<b>A. Motion to enter an executive session to protect the privacy of an individual.</b>	Vote	Sara Mejeur	5 m

	Purpose	Presenter	Time
<b>B. Motion to exit the Executive Session</b>	Vote	Sara Mejeur	5 m
<b>C. Director Evaluation</b>	Vote	Sara Mejeur	5 m
<b>V. Policy Updates</b>			<b>5:32 PM</b>
<b>A. Policy Updates</b>	Vote	Stephanie Mathers	5 m
Reviews with proposed edits:			
<ul style="list-style-type: none"> <li>• Tuition Reimbursement</li> <li>• Employee Immigration Policy</li> <li>• Safe School Policy</li> </ul>			
<b>VI. Other Discussion</b>			<b>5:37 PM</b>
<b>A. Discussion</b>	Discuss	Debbie Deem	5 m
<ol style="list-style-type: none"> <li>1. June Board Meeting</li> <li>2. School Improvement Coaching and Support</li> <li>3. Furniture purchases</li> </ol>			
<b>VII. Closing Items</b>			<b>5:42 PM</b>
<b>A. Adjourn Meeting</b>	FYI	Sara Mejeur	



# 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 March 9, 2023

APPROVED



OGDEN PREPARATORY  
ACADEMY

## Ogden Preparatory Academy

# Minutes

## OPA Board of Directors Meeting

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### Date and Time

Thu Mar 9, 2023 at 4:30 PM

### Location

1435 Lincoln Avenue  
Ogden UT 84404

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

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### Directors Present

J. Howell, M. Swenson, S. Mejeur, W. Davis (remote)

### Directors Absent

E. Trevino, S. Zwygart

### Ex Officio Members Present

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

### Non Voting Members Present

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

### Guests Present

S. Adams, S. Wright

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## I. Opening Items

### A. Record Attendance

### B. Call the Meeting to Order

S. Mejeur called a meeting of the board of directors of Ogden Preparatory Academy to order on Thursday Mar 9, 2023 at 4:35 PM.

### **C. Approve Minutes**

J. Howell made a motion to approve the minutes from OPA Board of Directors Meeting on 02-09-23.

M. Swenson seconded the motion.

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

### **D. Approve Minutes**

J. Howell made a motion to approve the minutes from OPA Board of Directors Meeting, Electronic on 02-22-23.

M. Swenson seconded the motion.

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

### **E. Opportunity for Public Input**

Public Input -

- Came to discuss bullying

### **F. Ratify votes from February Board Meetings**

Will ratify next month.

## **II. Finance**

### **A. Financial Review**

Presented by Spencer Adams.

- Discussed Revenue
- Discussed Expenditures
- Discussed Ratios, operating margins
- Discussed use of ESSER monies to move to next year
- Starting work on next year's budget now that legislation is concluded.

### **B. Leader in Me Membership Fee for FY24**

J. Howell made a motion to approve the LIM membership fee.

W. Davis seconded the motion.

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

### **C. Sod purchase and installation**

Ogden Lawn & Landscape is the recommended bid. They came in with the best price.

This does not include the mesh, that is a separate purchase. It will be added on top right over the sod. Discussed if we want the mesh or if we want to try a different method. Will look more into that.

The plan was to install during Spring Break. Discussed if we need to vote on this now, or wait until we have the full plan.

Will do more research and do an emergency digital meeting in a couple of weeks when we are ready to vote.

#### **D. Kitchen Management Software**

J. Howell made a motion to approve the kitchen software as listed for three years.

M. Swenson seconded the motion.

The recommended software is from a list provided by the state. This one does everything that we want it to do. Very excited, because we have never had a software to help with all this tracking.

We have applied for a grant to pay for this, but don't have a determination on it yet. There is money in the budget for it.

Clarifying question - the family portal. Which is a piece we aren't purchasing the point of sale. Since our SIS can already do this, it wasn't worth paying the extra money for it.

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

#### **E. Parking Lot resurfacing**

M. Swenson made a motion to approve Morgan Pavements bid to repave the parking lot.

W. Davis seconded the motion.

Will be done this summer after construction is done. This does need to be done about every 5 years.

Discussed if anyone walked the parking lots if they checked for any subgrade failures. We believe yes, each of the companies came and checked out the lots.

Wyatt would like to recommend Anderson, he was impressed with the cleaning and spray look at the end. Discussed the different bids and differences with them and when the last time we had it done.

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

#### **F. Carpeting and Painting**

J. Howell made a motion to stay with Wall 2 Wall for carpet and Daniel Solario for painting.

M. Swenson seconded the motion.

Discussed keeping the same contract over this summer for painting. Will keep the board informed on the price and comparison year to year what we are spending per foot.

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

### **III. Administrative Report**

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

Kasey Kennington shared updates at the Elementary.

Shevon Lopez shared updates at the Junior High.

Stephanie Wright shared updates from Teaching and Learning.

Debbie Deem shared Finance, HR, and Preschool updates.

#### **B. MOY Data Review**

Went through the data summary of the benchmark assessments for MOY.

#### **C. Board On Track Usage**

J. Howell made a motion to stay with using BoardonTrack for \$2495 a year.

W. Davis seconded the motion.

BoardOnTrack came back with a lowered price to keep us. We can go the route without using the boardontrack or we can keep it at the lowered price. We discussed the pros and cons for it.

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

#### **D. FY24 Salary Schedules**

J. Howell made a motion to approve the salary schedule for FY 24.

M. Swenson seconded the motion.

Based on the new legislation with the teacher raises, we adjusted the current salary schedule to match the increase.

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

#### **E. Fee Schedule**

J. Howell made a motion to approve the fee schedule as written.

M. Swenson seconded the motion.

This has been up for public comment. We haven't received any. Now we will go through and approve it.

We discussed really the only course we have fees for is Endurance Training.

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

#### **F. Custodial Services**

W. Davis made a motion to approve the advanced building care contract.

J. Howell seconded the motion.

Advanced Building Care is our current service. We are up on our contract so we went to bid to find a new one for the coming school year. Especially because we are adding a building.

Recommend staying with Gabriel and Maria, and they do have the lowest price as well. We looked at hiring a custodian and bringing in staff at night, but it wasn't saving much money.

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

#### **G. Landscaping and Snow Removal**

J. Howell made a motion to approve Wangsgaards Landscaping and Construction bid.

M. Swenson seconded the motion.

Wangsgaards Landscaping has a flat snow removal fee, which is great. We paid a lot for it this year! This is the recommended contract. Discussed why we are unhappy with our current company.

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

### **IV. Policies**

#### **A. Policy Updates**

J. Howell made a motion to approve our Alternative Languages Services Policy as stated.

W. Davis seconded the motion.

Alternative Languages Services Policy. We are moving a lot of things from an old procedure that will be archived after this policy is approved. We also added things from the state's model policy as well.

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

### **V. Other Business**

#### **A.**

## **Required Trainings**

### **B. Auditor Review**

Not our time to review our auditing services, but we have had vendors reach out if we are interested. The board has decided to keep it as it is.

## **VI. 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 5:55 PM.

Respectfully Submitted,  
S. Mejeur

# Coversheet

## Approve Minutes

**Section:** I. Opening Items  
**Item:** D. Approve Minutes  
**Purpose:** Approve Minutes  
**Submitted by:**  
**Related Material:**  
Minutes for OPA Board of Directors Meeting, Electronic on March 23, 2023

APPROVED



OGDEN PREPARATORY  
ACADEMY

## Ogden Preparatory Academy

# Minutes

## OPA Board of Directors Meeting, Electronic

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### Date and Time

Thu Mar 23, 2023 at 4:30 PM

### Location

1435 Lincoln Avenue  
Ogden UT 84404

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### Directors Present

J. Howell (remote), M. Swenson (remote), S. Mejeur (remote), S. Zwygart (remote)

### Directors Absent

E. Trevino, W. Davis

### Ex Officio Members Present

D. Deem

### Non Voting Members Present

D. Deem

### Guests Present

S. Wright

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## I. Opening Items

### A. Record Attendance

### B. Call the Meeting to Order



S. Mejeur called a meeting of the board of directors of Ogden Preparatory Academy to order on Thursday Mar 23, 2023 at 4:33 PM.

### **C. Opportunity for Public Input**

There is no one here for public input.

## **II. Procurement Proposals**

### **A. Sod Plan**

Teryl Young and Kasey Kennington arrived.

S. Zwycart made a motion to go with Ogden Lawn and Landscape sod for in front the Elementary building with the mesh protection item.

J. Howell seconded the motion.

Mostly discussed the options of protection. We went through each of the 3 options - pavers, mesh, or concrete. Discussed the procurement form and the pros and cons of each. Easily ruled out the concrete for various reasons.

Then the different sod options were discussed.

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

### **B. Chromebook Procurement**

J. Howell made a motion to approve the purchase from Bluum for the Dell chromebooks without the warranty.

S. Zwycart seconded the motion.

Discussed the different chromebook options as well as discussed the purchase of extended warranties and what the need and pros and cons for that.

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

## **III. 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 4:50 PM.

Respectfully Submitted,  
S. Mejeur

# Coversheet

## Financial Review

**Section:** II. Finance  
**Item:** A. Financial Review  
**Purpose:** FYI  
**Submitted by:**  
**Related Material:** March 2023 Budget Summary.pdf  
March 2023 Budget Detail.pdf

# Financial Summary as of March 31, 2023



75.0% through the Year

## BUDGET REPORT

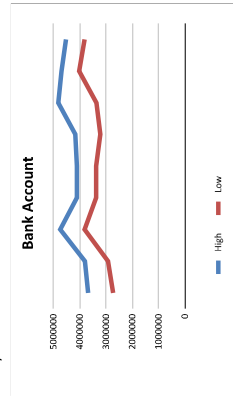
	Year-to Date Actuals	Approved Budget	Forecast	% of Forecast
Enrollment	1023	1037	1023	
<b>Revenue</b>				
1000 Local	\$ 409,592	\$ 159,358	\$ 486,434	84%
3000 State	\$ 7,431,145	\$ 9,471,518	\$ 9,760,289	76%
4000 Federal	\$ 373,197	\$ 1,971,869	\$ 1,946,989	19%
<b>Total Revenue</b>	\$ 8,213,934	\$ 11,602,745	\$ 12,193,712	67%
<b>Expenses</b>				
100 Salaries	\$ 4,900,408	\$ 6,571,204	\$ 6,771,387	72%
200 Benefits	\$ 909,336	\$ 1,197,374	\$ 1,263,880	72%
300 Prof & Technical Services	\$ 362,513	\$ 451,108	\$ 491,590	74%
400 Purchased Property Services	\$ 277,140	\$ 300,800	\$ 347,000	80%
500 Other Purchase Services	\$ 164,173	\$ 251,878	\$ 266,900	62%
600 Supplies and Materials	\$ 680,259	\$ 827,945	\$ 889,789	76%
700 Property, Equipment	\$ 210,938	\$ 316,478	\$ 366,478	58%
800 Debt Service and Misc	\$ 1,001,721	\$ 1,131,842	\$ 1,214,528	82%
<b>Total Expenses</b>	\$ 8,506,488	\$ 11,048,629	\$ 11,611,552	73%
<b>Net Income from Operations</b>	\$ (292,554)	\$ 554,116	\$ 582,160	

Operating Margin **4.8%**

-3.6%

## CASH

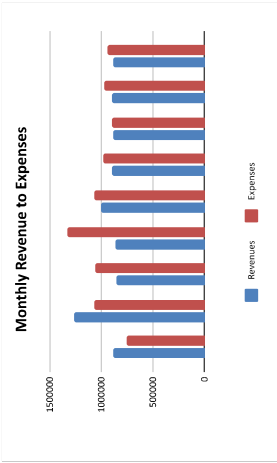
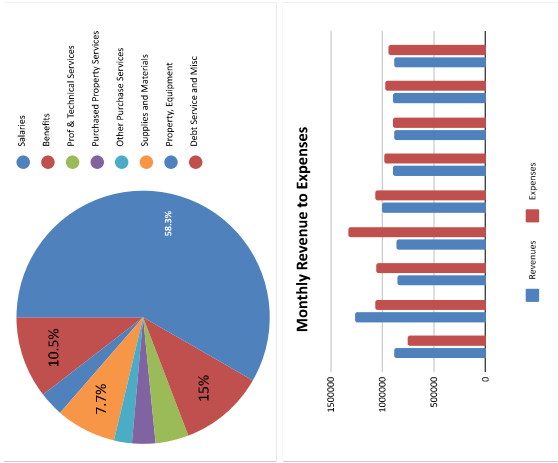
Ending Cash Balance	\$ 4,515,816
Ending Unrestricted Cash Balance	\$ 4,399,771
Days Cash on Hand	142



## RESERVES

Last Year Reserve Balance	\$ 2,398,744	Forecast	\$ 2,398,744
Reserves Added this Year	\$ (292,554)		\$ 582,160
Early Childhood Center	\$ 12,896,521		\$ 12,896,521
<b>Expenses from Reserves</b>			
Early Childhood Center	\$ (9,340,963)		\$ (12,502,249)
Bond Issuance & Related C	\$ (394,272)		\$ (394,272)
	\$ -		\$ -
<b>New Reserve Balance</b>	\$ 5,267,476		\$ 2,980,504

## EXPENSES



## RATIOS

Operating Margin	Actual: 4.8%	Goal: 4.75%
MADS (Modified Acc)	Actual: 1.54	Goal: 1.51
Days Cash on Hand	Actual: 142	Goal: 100
Unrestricted DCOH	Actual: 138	Goal: 100
Building Payment %	Actual: 10%	Goal: 20%

## ENROLLMENT

	S	O	N	D	J	F	M	A	M
K	96	100	100	100	99	100	100	100	
1	105	102	101	103	102	103	103	103	
2	101	98	97	100	100	100	100		
3	109	102	102	102	101	102	102		
4	105	98	99	101	100	100	102		
5	99	92	91	92	91	93	92		
6	104	102	102	102	102	102	101		
7	115	113	113	113	113	115	114	114	
8	109	108	108	108	109	105	103		
9	113	108	107	107	107	103	100		
<b>Total</b>	1036	1003	1000	1008	1006	1022	1017	0	0





Actuals as of: **March 31, 2023** Percentage of Year: **75.0%**

Budget Detail Report	(1,040 Students)	(1,037 Students)	1037	(-7 Students)	1030	% of Forecast	
	FY22 Actuals	FY23 Actuals	FY23 Budget	Changes	FY23 Forecast		
<b>Revenue</b>							
1000 Local							
1340 Preschool Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	
1510 Interest on Investments	\$ 21,235	\$ 220,017	\$ 16,000	\$ 254,000	\$ 270,000	81.5%	\$ 20,000
1600 Lunch Program (Students & Adults)	\$ 6,242	\$ 53,295	\$ 40,000	\$ 13,295	\$ 53,295	100.0%	\$8,939.00
1710 Student Sales	\$ 22,074	\$ 14,741	\$ 10,000 [1]	\$ 4,741	\$ 14,741 [2]	100.0%	\$934.00
1710 OPAP0	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	
1710 Art Expo	\$ -	\$ -	\$ 2,000	\$ -	\$ 2,000	0.0%	
1740 Student Fees	\$ 14,867	\$ 7,734	\$ 15,533	\$ -	\$ 15,533	49.8%	
1741 Trips (Co-Curricular Fees)	\$ 16,592	\$ 47,940	\$ 65,000	\$ -	\$ 65,000	73.8%	
1790 Sports (Extra Curricular Fees)	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	
1910 Rental of Facility	\$ 3,985	\$ 5,940	\$ 825	\$ 5,115	\$ 5,940	100.0%	\$1,990.00
1920 Fundraising	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	
1920 Contributions & Donations	\$ 12,870	\$ 41,616	\$ 10,000	\$ 31,616	\$ 41,616	100.0%	\$9,263.00
1990 Medicaid	\$ -	\$ 5,334	\$ -	\$ 5,334	\$ 5,334	100.0%	
1990 Miscellaneous	\$ 18,213	\$ 12,975	\$ -	\$ 12,975	\$ 12,975	100.0%	
<b>Total 1000:</b>	<b>\$ 116,078</b>	<b>\$ 409,592</b>	<b>\$ 159,358</b>	<b>\$ 327,076</b>	<b>\$ 486,434</b>	<b>84.2%</b>	<b>\$41,126.00</b>
3000 State							
0.3005 Regular School Prgm K	\$ 201,674	\$ 170,131	\$ 218,122	\$ 8,274	\$ 226,396	75.1%	
0.3010 Regular School Prgm 1-12	\$ 3,309,293	\$ 2,648,502	\$ 3,579,440	\$ (48,028)	\$ 3,531,412	75.0%	
0.3020 Professional Staff	\$ 267,355	\$ 222,329	\$ 265,550	\$ 30,888	\$ 296,438	75.0%	
31.1205 Special Education -- Add-On	\$ 592,605	\$ 471,530	\$ 592,605	\$ 28,331	\$ 620,936	75.9%	
31.1210 Special Education -- Self-Contained	\$ 51,062	\$ 34,794	\$ 51,062	\$ (4,670)	\$ 46,392	75.0%	
31.1220 Special Education -- Extended Year	\$ 4,487	\$ 3,379	\$ 4,466	\$ 39	\$ 4,505	75.0%	
31.1225 Special Education - Impact Aid	\$ 11,298	\$ 8,476	\$ 11,230	\$ 72	\$ 11,302	75.0%	
31.1278 Special Education- Extended Year Stipend	\$ 3,605	\$ 5,558	\$ -	\$ 5,558	\$ 5,558	100.0%	\$2,129.00
31.5201 Class Size Reduction K-8	\$ 315,846	\$ 258,378	\$ 313,714	\$ 30,790	\$ 344,504	75.0%	
31.5344 Enhancement for At-risk students	\$ 169,310	\$ 191,299	\$ 200,000	\$ 54,737	\$ 254,737	75.1%	
31.5901 CTE College & Career Awareness	\$ -	\$ 4,595	\$ -	\$ 6,127	\$ 6,127	75.0%	
32.0500 Charter School Base Amount	\$ 102,505	\$ 72,833	\$ 101,813	\$ (5,314)	\$ 96,499	75.5%	
32.5619 Charter School Local Replacement	\$ 2,800,937	\$ 2,264,702	\$ 3,037,921	\$ (20,289)	\$ 3,017,632	75.0%	
Charter School Local Replacement Lag	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	
32.5651 Educator Professional Time (HB 396)	\$ -	\$ 110,416	\$ -	\$ 44,176	\$ 44,176	249.9%	
32.5653 Public Ed Capital & Tech	\$ -	\$ 130,769	\$ -	\$ 130,769	\$ 130,769	100.0%	
32.5665 Grow Your Own Teacher	\$ 47,040	\$ 31,221	\$ -	\$ 15,000	\$ 15,000	208.1%	
33.5331 Gifted and Talented	\$ 8,461	\$ 6,628	\$ 7,121	\$ 1,716	\$ 8,837	75.0%	
33.5641 Early Intervention	\$ 122,652	\$ 90,000	\$ 120,000	\$ -	\$ 120,000	75.0%	
33.5805 Early Literacy (K-3)	\$ 75,081	\$ 39,788	\$ 74,574	\$ (21,523)	\$ 53,051	75.0%	
34.5662 Outdoor Recreation Grant	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	
34.5807 TSSP (Teacher Salary Supplement Prgm)	\$ 25,901	\$ 8,034	\$ -	\$ 8,034	\$ 8,034	100.0%	
34.5868 Teacher Materials and Supplies	\$ 9,958	\$ 9,677	\$ 9,891	\$ (214)	\$ 9,677	100.0%	
34.5876 Educator Salary Adjustment	\$ 329,681	\$ 243,436	\$ 329,681	\$ (6,120)	\$ 323,561	75.2%	
34.5911 El. Software Grant	\$ 41,833	\$ -	\$ 39,673	\$ 0	\$ 39,673	0.0%	
35.5420 School Land Trust	\$ 138,078	\$ 140,030	\$ 145,000	\$ (4,970)	\$ 140,030	100.0%	
35.5655 Digital Teaching & Learning	\$ 61,415	\$ -	\$ 64,851	\$ (2,818)	\$ 62,033	0.0%	
35.5666 Professional Learning	\$ 7,365	\$ 5,420	\$ -	\$ 7,227	\$ 7,227	75.0%	
35.5678 TSSA	\$ 186,678	\$ 173,605	\$ 185,418	\$ 1,260	\$ 186,678	93.0%	
35.5679 Student Health & Counseling	\$ 30,584	\$ -	\$ 40,000	\$ 21,322	\$ 61,322	0.0%	
Mental Health Add-On Grant (Carry-Fwd)	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	
35.5810 Library Books & Electronic Res	\$ 1,076	\$ 807	\$ 1,069	\$ 7	\$ 1,076	75.0%	
35.5644 STEM Endorcement Center	\$ -	\$ 943	\$ -	\$ 943	\$ 943	100.0%	
38.5672 Substance Abuse	\$ 2,333	\$ 4,000	\$ 2,317	\$ 1,683	\$ 4,000	100.0%	
38.5674 Suicide Prevention	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	\$ 1,000	100.0%	
38.5697 LETRS Professional Development	\$ -	\$ 5,764	\$ -	\$ 5,764	\$ 5,764	100.0%	
38.8070 Liquor Tax (Lunch Program)	\$ 124,007	\$ 73,101	\$ 75,000	\$ -	\$ 75,000	97.5%	
<b>Total 3000:</b>	<b>\$ 9,043,120</b>	<b>\$ 7,431,145</b>	<b>\$ 9,471,518</b>	<b>\$ 288,771</b>	<b>\$ 9,760,289</b>	<b>76.1%</b>	<b>\$2,129.00</b>
4000 Federal							
42.7210 ESSER CARES	\$ 1,600	\$ -	\$ -	\$ -	\$ -	0.0%	
42.7215 ESSER II CARES	\$ 648,979	\$ -	\$ -	\$ -	\$ -	0.0%	
42.7225 ESSER III ARP	\$ 428,477	\$ -	\$ 1,000,000	\$ -	\$ 1,000,000	0.0%	
42.7230 GEERS II Funding	\$ 23,966	\$ -	\$ 20,204	\$ -	\$ 20,204	0.0%	
45.8081 Emergency Operating Fund	\$ 3,972	\$ -	\$ -	\$ -	\$ -	0.0%	
45-4522 IDEA Preschool	\$ 3,487	\$ -	\$ 3,487	\$ -	\$ 3,487	0.0%	
45-4523 IDEA Preschool ARP	\$ 3,322	\$ -	\$ -	\$ -	\$ -	0.0%	
45-4524 IDEA	\$ 158,618	\$ -	\$ 158,618	\$ (76,103)	\$ 82,515	0.0%	Reduced in U
45-4525 IDEA ARP	\$ 43,226	\$ -	\$ -	\$ -	\$ -	0.0%	
45-4526 MTSS Grant	\$ 6,000	\$ -	\$ 6,000	\$ (6,000)	\$ -	0.0%	
45-8071 National School Lunch Program	\$ 50,314	\$ 79,966	\$ 51,000	\$ 28,966	\$ 79,966	100.0%	\$11,856.00
45-8072 NSLP - Free & Reduced	\$ 553,097	\$ 234,907	\$ 300,000	\$ -	\$ 300,000	78.3%	
45-8074 NSLP - Breakfast	\$ 99,950	\$ 40,277	\$ 75,000	\$ -	\$ 75,000	53.7%	
45-8075 Kitchen Equipment Grant	\$ 26,560	\$ -	\$ 76,478	\$ -	\$ 76,478	0.0%	
45-8076 Supply Chain Assistance	\$ 20,482	\$ -	\$ -	\$ -	\$ -	0.0%	
45-8079 After School Program	\$ 6,043	\$ 9,075	\$ -	\$ 9,075	\$ 9,075	100.0%	\$1,378.00
48.7801 Title I - Remedial Services	\$ 223,846	\$ -	\$ 225,247	\$ 849	\$ 226,096	0.0%	
48.7860 Title II - MAPP	\$ 15,231	\$ -	\$ -	\$ 9,050	\$ 9,050	0.0%	
48.7860 Title II	\$ 37,185	\$ -	\$ 36,535	\$ (5,577)	\$ 30,958	0.0%	
48.7880 Title III A - English Lang Acq	\$ 20,033	\$ -	\$ 19,300	\$ 5,888	\$ 25,188	0.0%	
48.7905 Title IV Supporting Effective Instruction	\$ 740	\$ 8,972	\$ -	\$ 8,972	\$ 8,972	100.0%	
<b>Total 4000:</b>	<b>\$ 2,375,128</b>	<b>\$ 373,197</b>	<b>\$ 1,971,869</b>	<b>\$ (24,880)</b>	<b>\$ 1,946,989</b>	<b>19.2%</b>	<b>\$13,234.00</b>
<b>Total Revenue:</b>	<b>\$11,534,326</b>	<b>\$ 8,213,934</b>	<b>\$11,602,745</b>	<b>\$ 590,967</b>	<b>\$ 12,193,712</b>	<b>67.4%</b>	



Actuals as of: **March 31, 2023** Percentage of Year: **75.0%**

Budget Detail Report	(1,040 Students)	(1,037 Students)	1037	(-7 Students)	1030	% of Forecast
	FY22 Actuals	FY23 Actuals	FY23 Budget	Changes	FY23 Forecast	
<b>Expenses</b>						
<b>100 Salaries</b>						
121 Principals and Assistants	\$ 604,556	\$ 523,931	\$ 749,400	\$ (58,281)	\$ 691,119	75.8%
131 Teachers	\$ 3,115,851	\$ 2,485,233	\$ 3,450,000	\$ (10,523) [3]	\$ 3,439,477	72.3%
132 PTO Cash out	\$ 18,330	\$ -	\$ 17,000	\$ -	\$ 17,000	0.0%
132 Substitute Teachers	\$ 57,761	\$ 45,052	\$ 78,000	\$ (9,026)	\$ 68,974	65.3%
133 Special Education Director & Teachers	\$ 361,815	\$ 323,255	\$ 461,133	\$ (7,509)	\$ 453,624	71.3%
134 Stipends (Sports, other)	\$ 144,263	\$ 76,615	\$ 65,000	\$ 17,084	\$ 82,084	93.3% [4]
134 HB 396 Educator Professional Time Stipend	\$ -	\$ 44,176	\$ -	\$ 44,176	\$ 44,176	100.0%
134 End of Year Bonus / Returning Bonus	\$ 40,615	\$ 27,252	\$ 45,000	\$ (1,000)	\$ 44,000	61.9%
134 Christmas Bonus	\$ 56,662	\$ 61,082	\$ 55,000	\$ 6,082	\$ 61,082	100.0%
142 Counselor	\$ 114,000	\$ 91,917	\$ 125,000	\$ -	\$ 125,000	73.5%
145 Librarian	\$ 135,505	\$ 113,038	\$ 154,064	\$ -	\$ 154,064	73.4%
152 Secretarial & Clerical	\$ 208,918	\$ 153,685	\$ 271,554	\$ (73,558)	\$ 197,996	77.6%
161 General Ed TA	\$ 149,993	\$ 1,137	\$ 796,092	\$ (794,955)	\$ 1,137	100.0%
162 Special Education TA	\$ 390,611	\$ 302,863	\$ -	\$ 426,629	\$ 426,629	71.0%
163 Title I TA	\$ 148,702	\$ 171,877	\$ -	\$ 289,795	\$ 289,795	59.3%
164 Early Literacy (K-3) TA	\$ 63,208	\$ 50,871	\$ -	\$ 69,444	\$ 69,444	73.3%
165 Land Trust TA	\$ 66,794	\$ 36,841	\$ -	\$ 54,784	\$ 54,784	67.2%
166 Early Intervention TA	\$ 6,631	\$ 9,475	\$ -	\$ 17,016	\$ 17,016	55.7%
167 ESSER III TA	\$ -	\$ 63,073	\$ -	\$ 93,365	\$ 93,365	67.6%
182 Facility Manager	\$ -	\$ 28,648	\$ -	\$ -	\$ 40,313	71.1%
184 IT Support	\$ -	\$ 46,917	\$ -	\$ -	\$ 96,347	48.7%
190 Preschool Teachers	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
191 Food Service	\$ 303,237	\$ 243,470	\$ 303,961	\$ -	\$ 303,961	80.1%
<b>Total 100:</b>	<b>\$ 5,987,452</b>	<b>\$ 4,900,408</b>	<b>\$ 6,571,204</b>	<b>\$ 63,523</b>	<b>\$ 6,771,387</b>	<b>74.6%</b>
<b>200 Benefits</b>						
220 Social Security	\$ 427,413	\$ 368,060	\$ 459,984	\$ 35,305	\$ 495,289	74.3%
230 Retirement	\$ 141,115	\$ 109,416	\$ 160,000	\$ -	\$ 160,000	68.4%
241 Group Insurance	\$ 410,960	\$ 294,388	\$ 419,566	\$ -	\$ 419,566	70.2%
242 Waiver Benefit	\$ 116,729	\$ 116,375	\$ 130,500	\$ 26,125	\$ 156,625	74.3%
270 Worker's Compensation Fund	\$ 22,243	\$ 14,097	\$ 12,324	\$ 5,076	\$ 17,400	81.0%
280 Unemployment Insurance	\$ 12,138	\$ 7,000	\$ 15,000	\$ -	\$ 15,000	46.7%
<b>Total 200:</b>	<b>\$ 1,130,598</b>	<b>\$ 909,336</b>	<b>\$ 1,197,374</b>	<b>\$ 66,506</b>	<b>\$ 1,263,880</b>	<b>71.9%</b>
<b>300 Prof &amp; Technical Services</b>						
320 Substitute Services	\$ -	\$ 3,956	\$ -	\$ 5,000	\$ 5,000	79.1%
320 Mental Health (Weber Health Services)	\$ 29,396	\$ 11,255	\$ 40,000	\$ 21,322	\$ 61,322	18.4%
323 Speech Therapy	\$ 131,611	\$ 128,466	\$ 171,288	\$ -	\$ 171,288	75.0%
323 Psychology / Behavior	\$ 6,314	\$ 7,445	\$ 10,000	\$ -	\$ 10,000	74.5%
330 Employee Training & Development	\$ 71,823	\$ 52,096	\$ 40,000	\$ 15,000	\$ 55,000	94.7%
352 Audit Services	\$ 21,800	\$ 20,534	\$ 22,300	\$ -	\$ 22,300	92.1%
345 Business Manager Services	\$ 84,000	\$ 64,260	\$ 86,520	\$ (840)	\$ 85,680	75.0%
349 Legal	\$ 88	\$ 35,158	\$ 15,000	\$ -	\$ 15,000	234.4%
355 IT Services	\$ 58,713	\$ 39,343	\$ 66,000	\$ -	\$ 66,000	59.6%
<b>Total 300:</b>	<b>\$ 403,745</b>	<b>\$ 362,513</b>	<b>\$ 451,108</b>	<b>\$ 40,482</b>	<b>\$ 491,590</b>	<b>73.7%</b>
<b>400 Purchased Property Services</b>						
410 Garbage / Sewer / Water	\$ 40,029	\$ 28,821	\$ 60,000	\$ -	\$ 60,000	48.0%
430 Repairs / Maintenance / Monitoring	\$ 195,461	\$ 141,876	\$ 134,000	\$ 20,000	\$ 154,000	92.1%
433 Cleaning & Custodial Services	\$ 71,244	\$ 53,433	\$ 72,000	\$ -	\$ 72,000	74.2%
435 Lawn Care & Snow Removal	\$ 30,317	\$ 49,381	\$ 30,000	\$ 25,000	\$ 55,000	89.8%
443 Lease of Copy Machines	\$ 4,290	\$ 3,629	\$ 4,800	\$ -	\$ 4,800	75.6%
450 Construction Services	\$ -	\$ -	\$ -	\$ 1,200	\$ 1,200	0.0%
<b>Total 400:</b>	<b>\$ 341,341</b>	<b>\$ 277,140</b>	<b>\$ 300,800</b>	<b>\$ 46,200</b>	<b>\$ 347,000</b>	<b>79.9%</b>
<b>500 Other Purchase Services</b>						
520 Property & Liability Insurances	\$ 43,511	\$ 33,834	\$ 37,000 [5]	\$ -	\$ 37,000 [6]	91.4%
530 Communication (Phone & Internet)	\$ 6,148	\$ 7,198	\$ 6,178	\$ 5,022	\$ 11,200	64.3%
540 Marketing	\$ 5,084	\$ 1,193	\$ 10,000	\$ -	\$ 10,000	11.9%
542 Board Expenses	\$ 6,621	\$ 2,495	\$ 8,000	\$ -	\$ 8,000	31.2%
580 Travel / Per Diem	\$ 20,621	\$ 15,637	\$ 20,000	\$ -	\$ 20,000	78.2%
590 Field Trips (Bussing & Entrance Fees)	\$ 11,595	\$ 8,186	\$ 30,000	\$ -	\$ 30,000	27.3%
590 Student Activities - Aguilas Bussing	\$ 914	\$ -	\$ 1,200	\$ -	\$ 1,200	0.0%
591 Sports (Bussing, Fees, Tri, Weight Training)	\$ 19,257	\$ 15,460	\$ 15,000	\$ 10,000	\$ 25,000	61.8%
592 Trips	\$ 17,025	\$ 77,982	\$ 120,000	\$ -	\$ 120,000	65.0%
593 Clubs	\$ 6,894	\$ 2,188	\$ 4,500	\$ -	\$ 4,500	48.6%
<b>Total 500:</b>	<b>\$ 137,670</b>	<b>\$ 164,173</b>	<b>\$ 251,878</b>	<b>\$ 15,022</b>	<b>\$ 266,900</b>	<b>61.5%</b>

\$10,000.00

\$5,022.00



Actuals as of: **March 31, 2023** Percentage of Year: **75.0%**

Budget Detail Report	(1,040 Students)	(1,037 Students)	1037	(-7 Students)	1030	% of Forecast
	FY22 Actuals	FY23 Actuals	FY23 Budget	Changes	FY23 Forecast	
<b>600 Supplies and Materials</b>						
611 Classroom/ Legislative Supplies	\$ 59,073	\$ 28,764	\$ 30,000	\$ 5,914	\$ 35,914	80.1%
611 SpEd Supplies	\$ 7,189	\$ 9,401	\$ 7,000	\$ 2,401	\$ 9,401	100.0%
<b>611 Preschool Supplies</b>	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
611 Garden Grant	\$ -	\$ -	\$ 755	\$ (755)	\$ -	0.0%
611 Event Supplies	\$ 1,538	\$ 3,164	\$ 5,000	\$ 5,000	\$ 10,000	31.6%
614 Safety & Wellness	\$ 140	\$ -	\$ -	\$ -	\$ -	0.0%
613 OPA Apparel / Concessions	\$ 19,509	\$ 15,284	\$ 15,000	\$ 284	\$ 15,284	100.0%
619 Yearbooks	\$ 4,600	\$ 4,277	\$ 6,790	\$ -	\$ 6,790	63.0%
617 OPAPO	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
618 Art Expo	\$ 139	\$ -	\$ 2,400	\$ -	\$ 2,400	0.0%
616 Aguilas & 7 Habits	\$ 1,364	\$ 1,630	\$ 3,000	\$ -	\$ 3,000	54.3%
614 Staff Meals / Appreciation / Prof Dev	\$ 32,475	\$ 23,274	\$ 40,000	\$ -	\$ 40,000	58.2%
615 Counseling / Cultural Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
612 Office Supplies	\$ 37,539	\$ 30,619	\$ 35,000	\$ -	\$ 35,000	87.5%
621 Natural Gas	\$ 28,577	\$ 28,609	\$ 20,000	\$ 29,600	\$ 49,600	57.7%
622 Electricity	\$ 68,643	\$ 60,558	\$ 80,000	\$ (8,000)	\$ 72,000	84.1%
630 Lunch Program Food & Supplies	\$ 409,963	\$ 315,305	\$ 440,000	\$ -	\$ 440,000	71.7%
641 Curriculum & Educational Software	\$ 147,161	\$ 114,239	\$ 110,000	\$ 5,000	\$ 115,000	99.3%
644 Library	\$ 21,057	\$ 17,600	\$ 18,000	\$ -	\$ 18,000	97.8%
650 Technology Related Supplies	\$ 190,659	\$ 389	\$ -	\$ 1,200	\$ 1,200	32.4%
680 Maintenance & Cleaning Supplies	\$ 18,405	\$ 27,146	\$ 15,000	\$ 21,200	\$ 36,200	75.0%
<b>Total 600:</b>	<b>\$ 1,048,031</b>	<b>\$ 680,259</b>	<b>\$ 827,945</b>	<b>\$ 61,844</b>	<b>\$ 889,789</b>	<b>76.5%</b>
<b>700 Property, Equipment</b>						
710 Land and Site Improvement	\$ 105,448	\$ 20,369	\$ 50,000	\$ -	\$ 50,000	40.7%
733 Furniture and Fixtures	\$ 11,273	\$ 35,368	\$ 40,000	\$ -	\$ 40,000	88.4%
734 Technology-Related Hardware & Software	\$ 133,154	\$ 104,146	\$ 150,000	\$ 50,000	\$ 200,000	52.1%
738 Kitchen Equipment	\$ 23,026	\$ 51,055	\$ 76,478	\$ -	\$ 76,478	66.8%
<b>Total 700:</b>	<b>\$ 272,901</b>	<b>\$ 210,938</b>	<b>\$ 316,478</b>	<b>\$ 50,000</b>	<b>\$ 366,478</b>	<b>57.6%</b>
<b>800 Debt Service and Misc</b>						
810 Dues and Fees	\$ 28,540	\$ 16,246	\$ 30,000	\$ -	\$ 30,000	54.2%
812 Banking Fees	\$ 2,428	\$ 1,311	\$ 3,000	\$ -	\$ 3,000	43.7%
850 Bond - Restricted Assets	\$ 943,913	\$ 984,164	\$ 1,078,842	\$ 82,686	\$ 1,161,528	84.7%
850 Bond Fees	\$ 35,000	\$ -	\$ -	\$ -	\$ -	0.0%
850 Contingency	\$ -	\$ -	\$ 20,000	\$ -	\$ 20,000	0.0%
890 Miscellaneous	\$ 9,158	\$ -	\$ -	\$ -	\$ -	0.0%
<b>Total 800:</b>	<b>\$ 1,019,039</b>	<b>\$ 1,001,721</b>	<b>\$ 1,131,842</b>	<b>\$ 82,686</b>	<b>\$ 1,214,528</b>	<b>82.5%</b>
<b>Total Expenses:</b>	<b>\$10,340,777</b>	<b>\$ 8,506,488</b>	<b>\$11,048,629</b>	<b>\$ 426,263</b>	<b>\$ 11,611,552</b>	<b>73.3%</b>
<b>Net Income:</b>	<b>\$1,193,549</b>	<b>\$ (292,554)</b>	<b>\$ 554,116</b>	<b>\$ 164,704</b>	<b>\$ 582,160</b>	
<i>Reserve Funds Used in Year:</i>				<b>Goal 4.75%</b>	<b>\$ 579,201</b>	<b>Diff: \$ 2,959</b>
<i>Fund Reserve:</i>						

# Coversheet

## No Red Ink

**Section:** II. Finance  
**Item:** B. No Red Ink  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** invoice\_19851.pdf

# Invoice #19851

**Remit To:**

NoRedInk Corp.  
 PO Box 92507  
 Las Vegas, NV 89193-2507

Tax ID: 38-3893997

For Additional Questions:  
 accountsreceivable@noredink.com  
 www.noredink.com

Wiring Instructions  
 PAY TO: Bridge Bank, a division of Western Alliance  
 Bank  
 55 Almaden Blvd Ste 100  
 San Jose CA 95113  
 ROUTING #: 121143260  
 SWIFT CODE: BBFXUS6S  
 FOR CREDIT OF: NoRedInk Corp.  
 ADDRESS : 548 Market St, PMB 66984  
 CITY/STATE/ZIP: San Francisco, CA 94104-5401  
 FINAL CREDIT ACCOUNT #: 8457216416

**Invoice Summary**

**Invoice Number** 19851  
**PO Number** 8539  
**Date** 03/27/2023  
**Terms** Net 30  
**Due Date** 04/26/2023  
**Amount Due (USD)** \$ 5,610.00

**Bill To**

Ogden Preparatory Academy  
 Stephanie Mathers  
 1435 Lincoln Ave  
 OGDEN, Utah 84404  
 United States

**Ship To**

1435 Lincoln Ave  
 OGDEN, Utah  
 84404  
 US

Item / Description	Quantity	Rate	Amount
<b>NoRedInk Premium Student Licenses</b>	330	17.00000	5,610.00
<b>Amount Due (USD)</b>			<b>\$ 5,610.00</b>

This Order Form incorporates and is subject to the Master Services Terms — collectively the “Agreement” — and constitutes a binding contract entered into by and between NoRedInk Corp. (“NoRedInk”), a Delaware corporation with its principal place of business at 548 Market St, PMB 66984, San Francisco, CA 94104-5401 and the entity listed below as client (“Client”). The Master Services Terms are available at: <https://www.noredink.com/master-services-terms>



# Coversheet

## Playground Turf - Elementary

**Section:** II. Finance  
**Item:** C. Playground Turf - Elementary  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** turf for playground Procurement.pdf  
turf for new playground Procurement.pdf  
Purchase Green Elem.pdf  
Purchase Green ECC.pdf  
Rocky Mountain Both.pdf  
HMR Both.pdf



**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**

Turf for playground bid

Vendor #1	Total Cost/time frame	Date Received
Rocky mountain turf	\$58,202.89	1/25/23
Contact Name	Contact Number/Email	Website/other
	801-808-0015	

Specific Characteristics of Proposal

Vendor #2	Total Cost	Date Received
Purchase green	\$23,230	4/4/23
Contact Name	Contact Number/Email	Website/other
	801-528-6500	

Specific Characteristics of Proposal

There is a rebate program that utah has that will give you 3\$ back per square foot

Vendor #3	Total Cost	Date Received
Hmr landscaping	\$34,078	3/31/23
Contact Name	Contact Number/Email	Website/other
Hector dimenez	385-242-3346	

Specific Characteristics of Proposal

Bid sheet includes pricing for both playgrounds  
Elementary approximately \$34,078

Document History

Approved: 05/11/2020

Legal References

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

Effective/Revision Date: 05/11/2020

Page 2 of 2



**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**

Turf for new playground

<b>Vendor #1</b>	<b>Total Cost/time frame</b>	<b>Date Received</b>
Rocky mountain turf	39,869.49	2/06/23
Contact Name	Contact Number/Email	Website/other
	801-808-0015	
Specific Characteristics of Proposal		
<b>Vendor #2</b>	<b>Total Cost</b>	<b>Date Received</b>
Purchase green	18,411	4/4/23
Contact Name	Contact Number/Email	Website/other
	801-528-6500	
Specific Characteristics of Proposal		
<b>Vendor #3</b>	<b>Total Cost</b>	<b>Date Received</b>
Hmr landscaping	\$31,064	3/31/23
Contact Name	Contact Number/Email	Website/other
Hector dimenez	385-242-3346	
Specific Characteristics of Proposal		
Bid sheet includes pricing for both playgrounds		

Document History

Approved: 05/11/2020

Legal References

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



Path to Prosperity, LLC-Salt Lake City  
 3696 West 900 South Unit F  
 Salt Lake City, UT 84104  
 (801) 528-6500

**Store:** Salt Lake City  
**Proposal Date:** 4/4/23      **\*\*Proposal is good for 30 days\*\***      **License #**      **0**  
**Customer:** ogdenprep  
**Street Address:** 1415-1435 Lincoln Ave  
**City, State, Zip** ogdenprep, UT 84404  
**Phone Number:** (801)675-78-23  
**Email Address:** wdangel@ogdenprep.org

Scope	Units	Price Per Unit	Ext. Price
<b>Approximately 2922 Sq Ft of Playscape installed in accordance with the installation methodology described below.</b>	2,922	\$ 7.95	<u>\$ 23,230</u>

**Infill Included:**                              **#16 Silica**                              2750 LBS

**\*\*GRASS OPTIONS ARE FOR REFERENCE PURPOSES ONLY - BASED UPON COMPARING SUBSTITUTE GRASSES FOR LAWN AREA 1 - PRICE MAY VARY DUE TO DIFFERING GRASS WIDTH, PROJECTS WITH MULTIPLE GRASS TYPES AS WELL AS OTHER FACTORS. PLEASE REACH OUT TO AN INSTALLATION REPRESENTATIVE FOR AN EXACT PRICE**

Option 1: Premium Infill	<b>PREMIUM INFILL</b>	2,922	\$	0.37	<u>\$ 1,084</u>
Option 2: Premium Install	<b>Premium Installation - use of bend-a-board, seaming tape &amp; glue</b>	2,922	\$	0.46	<u>\$ 1,344</u>

*Base price does not include the use of 2x2x12' subgrade bend-a-board*

*Base price does not include the use of any 1x4x20' landscaping bend-a-board*

Option 3: Shock Pad or AirDrain GeoCell	SHOCK PAD/AIRDRAIN NOT APPLICABLE	-	\$	-	<u>\$ -</u>
Option 4: Gopher wire	No	-	\$	-	<u>\$ -</u>
Option 5: Weed Abatement	No	-	\$	-	<u>\$ -</u>

**PROPOSAL IS BASED UPON PRIVATE LABOR RATES / EXCLUDES PREVAILING WAGE RATES**

**Estimator Notes:**

*proposal is for area with not current grass, current grass area is 482sqft extra with playscape already installed keep in mind new grass is a different batch number*

**ARTIFICIAL GRASS INSTALLATION METHODOLOGY:**

\* **Excavation** is typically 2" to 3" below finished grade on most installations. If project is already at the appropriate grade or this work is to be done by owner/others, this is reflected in above pricing.

\* **Install Sub-Base** a Class II road base, crushed miscellaneous base or equivalent. On putting greens, the top 1" is decomposed granite.

\* **Install Commercial grade weed barrier**

\* **Basic Artificial Grass Installation** - Perimeter secured with 5" or 6", 40DD, 4GA bright common nails every 3" to 6". The field is secured with 5" or 6" nails every 2' to 3' on center. Seams secured with 5" or 6" nails every 6" along the seam or 6" tall, 1" wide flat head sod staples. Infilled with #16 grit silica sand @ 1 lb. per sq.ft. unless otherwise noted.

\* **Premium Artificial Grass Installation** - Perimeter framed with bend-a-board, a 1.5" X 1.5" composite material that allows for securing the perimeter of your installation with a pneumatic staple gun. Perimeter secured with 1", 18GA galvanized staples, field is secured with 5" or 6" nails every 2' to 3' on center. Seams are secured with 12" wide non-woven seaming tape and Supreme Seam moisture cured seaming glue along with nails or staples. Infilled with 1 lb. per sq.ft of Premium Infill IF selected/indicated above.

\* **Infill** – Typical installation is 1 lb. per sq.ft. for residential lawns or light traffic commercial area lawns. Putting Greens require infill to achieve the desired STIMP speed – typically 9 to 11 - and usually would require 1 to 1.5 lbs. per sq.ft. Putting Green installations, and commercial installations or for heavy traffic applications, the infill requirement may be adjusted based upon pile height, face weight, yarn Dtex and expected foot traffic. Your Estimator will advise you of any special needs.

\* **Cleanup** – Removal of all job related debris and materials. Cut remnants can be provided upon request before we leave the jobsite; all unused materials are the property of Purchase Green and will be returned to our warehouse.

\* **Warranty – Request a copy of our labor and material warranty prior to signing your installation contract.**  
Residential Warranty with Basic Installation Method – 3 years labor, Limited Lifetime Warranty and Customer Loyalty

Residential warranty with basic installation method - 5 years labor, Limited Lifetime warranty and Customer Loyalty Program for product.

Residential Warranty with Premium Installation Method - 8 year labor; Limited Lifetime Warranty and Customer Loyalty Program for product.

Commercial Warranty – 1 year labor; Limited Lifetime Warranty and Customer Loyalty Program for product.

**\*\*Ground Cover has a 3 year product warranty on residential installations and a 1 year warranty on commercial installations\*\***

**\*\*MELTING CAUSED BY LOCALIZED HEATING FROM REFLECTIVE SURFACES WILL NOT BE COVERED BY WARRANTY. BE SURE TO REVIEW YOUR WARRANTY FOR SPECIFICS\*\*KNOW WHAT IS COVERED\*\***

**\*\*BE SURE TO REVIEW YOUR PRODUCT WARRANTY FOR YOUR PRORATION SCHEDULE\*\***

\* **Maintenance** –Request our Maintenance FAQ document. **Premium Installations** are provided with a Free Turf Broom at project completion.

WARRANTY EFFECTIVE ON PURCHASES MADE AFTER 3/1/2017  
Purchase Green Limited Warranty: Rev 5. Mar 1st 2017



## Purchase Green Limited Lifetime Warranty

Purchase Green carries products that utilize the highest quality materials and the latest manufacturing techniques in the production of artificial grass. Purchase Green warrants that if the artificial grass/putting green surface that it provides proves to be defective in materials or manufacturing workmanship resulting in premature wear during normal use of the product or suffers significant fade, breakdown or degradation due to exposure to natural ultraviolet rays within the same period, Purchase Green will at its sole option, either 1) repair or replace the affected area without charge to the Purchaser or 2) issue a credit equal to the cost of the replacement synthetic grass material for the area giving rise to the claim according to the following proration schedule:

Residential projects: Years 1-8 (100%); Years 9-12 (50%); Years 13-15 (25%); Years 16+ (15%)

Commercial projects: Years 1-8 (100%); Years 9-10 (50%); Years 11+ (15%)

In the event that Purchase Green elects to issue a credit in lieu of repair or replacement, said credit shall only apply to the affected area of synthetic grass giving rise to the claim. The credit shall be issued to the customer as a percentage off the replacement cost of a new synthetic grass of the same or comparable quality. The credit will be good only towards the purchase of Purchase Green synthetic grass directly from Purchase Green. There will be no cash payment.

If there is deemed to be a valid warranty claim AND the original product IS available, replacement product will be provided (in accordance with the above proration schedule) to cover the area giving rise to the claim however there is a very high probability there will be a dye lot variation. This is a normal condition and does not give rise to additional claims. The customer does have the option of simply receiving a credit in lieu of the replacement product to be applied against the purchase of another Purchase Green product.



If there is deemed to be a valid warranty claim AND the original product IS NO LONGER available the customer will receive a credit in accordance with the proration schedule to be applied against another Purchase Green product. The amount of the credit will be based upon the original purchase price.

All warranties deemed to be valid on purchases more than 12 years old would receive credits in accordance with the proration schedule and terms above. Replacement of product will not be considered.

Any credit issued that is applied against the purchase of new Purchase Green product(s) will be applied against the published retail price at the time of the purchase of replacement product. It can be used in conjunction with standard published promotions (such as volume discounts) but it can't be used in conjunction with any other promotional offers to include retail/hot buy promotions, contractor or stocking dealer discounts, clearance pricing, etc.

Warranty claims are limited to the original purchase price of materials furnished by Purchase Green and DO NOT include any labor costs associated with replacing an installed product. Purchase Green artificial grasses & artificial putting greens are guaranteed against defects as listed above subject to the below terms and conditions:

1. Customer must register their Limited Lifetime Warranty and Loyalty Program within 60 days of the original purchase date.
2. To register the customer must provide the following information:
  - a. Project owner / Warranty Owner first name and last name
  - b. Address of installation
  - c. Purchase Green product
  - d. Name of supplier (e.g. Purchase Green store, licensed installer, licensed retailer, etc.)
  - e. Original Invoice number of purchase from Purchase Green
  - f. Original Invoice date of purchase from Purchase Green
  - g. Name of Purchaser (may be the same as or different from the project owner)
  - h. Copy of receipt of original purchase if not purchased directly from Purchase Green (e.g. a copy of your receipt from the reseller/retailer or your installation agreement/contract)

1.This information comes from a Tencate/Thiolon Product Advisory April 2011 – their yarn is used in our Nature's Sod Advanced & Premier but the content is relevant for all artificial grasses. Tencate is one of the world's premier yarn extrusion companies

2.Purchase Green specifically manufactures its products with green (as opposed to black) backings to minimize heat absorption.

WARRANTY EFFECTIVE ON PURCHASES MADE AFTER 3/1/2017  
Purchase Green Limited Warranty: Rev 5. Mar 1st 2017

i. Who installed your Purchase Green product(s)?

**If end-user did not purchase the product directly from Purchase Green but rather through a licensed installer or a licensed reseller of Purchase Green products be sure to obtain the above information from your installer/supplier as that information will be required to register for your Limited Lifetime Warranty & Loyalty Program.**

3. This warranty is transferrable as long as the customer has a Warranty Transfer Certificate from Purchase Green.

***The following are specifically covered against and within the scope of this warranty:***

- UV degradation which for the purposes of this warranty shall be deemed to have occurred should the original tensile strength of the product decrease by more than 50%, the fiber thickness has decreased by more than 50% or the pile height has shrunk by more than 25%
- Stability of backings, yarns and Tuft Bind
- Products, which have been repaired or replaced by Purchase Green, shall have a remaining Warranty of the balance and according to the proration schedule of the original warranty period.

**Exclusions include:**

- Warranty does NOT cover **PG Ground Cover**. PG Ground cover comes with a standard, non-prorated 3 year warranty. Other terms and conditions apply.
- Warranty does not cover **“remnant” sales** – such sales made in-store or online and are specifically sold “as-is”. They are sold at significant discount because they come with NO WARRANTY.
- **WARRANTY DOES NOT COVER ANY TYPE OF MATTING ON THIS PRODUCT, REGARDLESS OF THE CAUSE.**
- Damages caused by improper cleaning agents, exposure to chemicals containing elements from the halogen group (such as chlorine, fluorine, bromine, iodine), herbicides, pesticides, chemical run-off from neighboring properties and topical applications with a PH less than five (5) or greater than nine (9)
- Artificial grass installations that do not have proper drainage
- Abuse and or misuse; Normal wear & tear.
- Damages caused by vehicular traffic
- Product that has been replaced, repaired, altered, or installed by any person other than a properly licensed and trained artificial grass installer. This warranty does not cover the installation of the artificial grass or any issues stemming from the installation. This warranty does not cover any damage resulting from repair or attempted repair by anyone other than Purchase Green or its authorized agents, retailers, subcontractors or installation partners.
- Damaged, directly or indirectly, by acts of vandalism, machinery, animals, fire, chemical spills, acts of God, excessive static or dynamic loads, faulty or improper subsurface preparation, or subsurface failure.
- Damage resulting from localized heating (most often caused by highly reflective surfaces such as energy efficient or reflective windows & glass doors and/or smooth white surfaces). In this scenario the reflected energy usually reaches the turf as a narrow band (10-25cm) of reflected heat and may reach temperatures in excess of the deformation point of most plastics used in the synthetic turf industry. This is something to be particularly aware of when installing artificial grass that faces south or east and that is exposed to sunlight between 11:30 am and 2:00 pm adjacent to highly reflective surfaces.
- The unrolled artificial grass/putting green roll should not be left uncovered in direct sunlight. This is particularly important for stocking dealers. The secondary backing may absorb heat and the temperature of the top layer may exceed 194 Degrees F resulting in severe localized, uneven shrinkage. A plastic wrapping must be used for outdoor storage of the roll or it should be stored in a shaded area when rolled up. As an example – the temperature inside the top layer of an artificial grass roll with black secondary coating left in the sun at 90 Degree ambient for 3 hours will be over 160 degree F. <sup>1</sup>
- Damaged caused by leaving any heat-absorbent material on the artificial grass during daylight hours such as clear or dark plastic sheeting, etc. These products absorb heat at a higher rate than the artificial grass and may cause localized shrinkage of the fibers as the temperature may exceed the artificial grass stabilization temperature. <sup>2</sup>
- Slight color changes will occur over the lifetime of this artificial grass product and is not considered a warrantable issue.

Purchase Green commits to handling all warranty claims promptly and professionally conditional upon the purchaser's account being in good standing at the time of the claim. All claims by the purchaser made under the terms of this warranty must be made in writing prior to the expiration of the warranty period and within thirty (30) days of learning of the suspected failure/defect.

<sup>1</sup>This information comes from a Tencate/Thiolon Product Advisory April 2011 – their yarn is used in our Nature’s Sod Advanced & Premier but the content is relevant for all artificial grasses. Tencate is one of the world’s premier yarn extrusion companies  
<sup>2</sup>Purchase Green specifically manufactures its products with green (as opposed to black) backings to minimize heat absorption.



## Purchase Green Installation Warranty

This is a labor warranty provided by and for installations performed by Purchase Green and is provided to the original purchaser (“Owner”). The specific length of this warranty will be as indicated on your separate Installation Agreement or Installation Contract and will vary from one installation to the next depending upon your chosen artificial grass product, artificial grass infill, and selected installation method. This warranty specifically excludes any portion of work performed by others if such is a necessary component of an artificial grass installation (examples include excavation, sub-base preparation, backfill, etc. that may have been performed by the Owner or by other contractors hired by the Owner.)

**The following are specifically covered against and within the scope of this warranty:**

- Seams
- Sub-base preparation (when performed by Purchase Green and specifically excludes sub-base failures resulting from improper native soil compaction performed by others and/or a result of improper backfill and compaction in adjacent areas performed by others; examples include areas adjacent to recently installed/modified walls, pools, etc.)
- Finished edge of the perimeter
- Any labor associated with a product warranty claim during the **LABOR warranty period**. *In situations where the product warranty period extends beyond the labor warranty period any labor costs associated with a product warranty would be the responsibility of the Owner when outside of the labor warranty period.*
- In the event that a valid warranty claim is made and the original product is no longer available the customer will have the choice of replacing the **affected area** with a similar product or receive a credit equal to the cost of the repair of the affected area. In the event that Owner elects to receive a credit in lieu of repair or replacement, said credit shall apply to the affected area of the product giving rise to the claim. Minor color or die lot variations may exist between replacement product and the originally installed product and are not indicative of a defective product.
- This warranty is not transferrable and is extended only to the original purchaser of the product.

**Exclusions include:**

Init

- Abuse and or misuse; Normal wear & tear
- Product that has been replaced, repaired, altered, or installed by any person other than Purchase Green.
- Damaged, directly or indirectly, by acts of vandalism, machinery, animals, fire, chemical spills, acts of God, excessive static or dynamic loads, faulty or improper subsurface preparation (performed by others), subsurface failure (performed by others), or the use of unauthorized fluids or cleaning methods
- Damage resulting from localized heating (most often caused by highly reflective surfaces such as energy efficient or reflective windows & glass doors and/or smooth white surfaces such as white vinyl fences). In this scenario the reflected energy usually reaches the turf as a narrow band (10-25cm) of reflected heat and may reach temperatures in excess of the melting point of most plastics used in the synthetic turf industry. This is something to be particularly aware of when having artificial grass installed on the South or East side of the home and that is exposed to sunlight between 11:30 am and 2:00 pm. **We will look for this with you and attempt to point out any potential issues however ultimate burden and responsibility for this rests with the owner as they are the only ones that know when and what type of windows were installed.**
- Damaged caused by leaving any heat-absorbent material on the artificial grass during daylight hours such as clear or dark plastic sheeting, etc. These products absorb heat at a higher rate than the artificial grass and may cause localized shrinkage of the fibers as the temperature may exceed the artificial grass stabilization temperature.<sup>1</sup>
- This warranty does not apply to damage resulting from failure to provide reasonable maintenance including failure to clean the product as necessary

Purchase Green commits to handling all warranty claims promptly and professionally conditional upon the purchaser's account being in good standing at the time of the claim. All claims by the purchaser made under the terms of this warranty must be made in writing prior to the expiration of the warranty.

Replacement of a product or component does not renew the warranty period or otherwise affected the original warranty or warranty period.

1. [This information comes from a Tencate/Thiolon Product Advisory April 2011 – their yarn is used in our Nature's Sod Advanced & Premier but the content is relevant for all artificial grasses. Tencate is one of the world's premier yarn extrusion companies](#)



Path to Prosperity, LLC-Salt Lake City  
 3696 West 900 South Unit F  
 Salt Lake City, UT 84104  
 (801) 528-6500

**Store:** Salt Lake City  
**Proposal Date:** 4/4/23      **\*\*Proposal is good for 30 days\*\***      **License #      0**  
**Customer:** Ogden Prep Academy  
**Street Address:** 1415-1435 Lincoln Ave  
**City, State, Zip:** Ogden Prep Academy, UT 84404  
**Phone Number:** (801)675-78-23  
**Email Address:** wdangel@ogdenprep.org

Scope	Units	Price Per Unit	Ext. Price
<b><i>Approximately 2222 Sq Ft of Playscape installed in accordance with the installation methodology described below.</i></b>	2,222	\$ 8.29	<u>\$ 18,411</u>

***Infill Included: #16 Silica 2200 LBS***

**\*\*GRASS OPTIONS ARE FOR REFERENCE PURPOSES ONLY - BASED UPON COMPARING SUBSTITUTE GRASSES FOR LAWN AREA 1 - PRICE MAY VARY DUE TO DIFFERING GRASS WIDTH, PROJECTS WITH MULTIPLE GRASS TYPES AS WELL AS OTHER FACTORS. PLEASE REACH OUT TO AN INSTALLATION REPRESENTATIVE FOR AN EXACT PRICE**

Option 1: Premium Infill	<b>PREMIUM INFILL</b>	2,222	\$	0.37	<u>\$ 824</u>
Option 2: Premium Install	<b>Premium Installation - use of bend-a-board, seaming tape &amp; glue</b>	2,222	\$	0.54	<u>\$ 1,200</u>
Option 3: Shock Pad or AirDrain GeoCell	<b>SHOCK PAD/AIRDRAIN NOT APPLICABLE</b>	-	\$	-	<u>\$ -</u>
Option 4: Gopher wire	<b>No</b>	-	\$	-	<u>\$ -</u>
Option 5: Weed Abatement	<b>No</b>	-	\$	-	<u>\$ -</u>

**PROPOSAL IS BASED UPON PRIVATE LABOR RATES / EXCLUDES PREVAILING WAGE RATES**

**Estimator Notes:**

*proposal includes install of grass only*

## **ARTIFICIAL GRASS INSTALLATION METHODOLOGY:**

\* **Excavation** is typically 2" to 3" below finished grade on most installations. If project is already at the appropriate grade or this work is to be done by owner/others, this is reflected in above pricing.

\* **Install Sub-Base** a Class II road base, crushed miscellaneous base or equivalent. On putting greens, the top 1" is decomposed granite.

\* **Install Commercial grade weed barrier**

\* **Basic Artificial Grass Installation** - Perimeter secured with 5" or 6", 40DD, 4GA bright common nails every 3" to 6". The field is secured with 5" or 6" nails every 2' to 3' on center. Seams secured with 5" or 6" nails every 6" along the seam or 6" tall, 1" wide flat head sod staples. Infilled with #16 grit silica sand @ 1 lb. per sq.ft. unless otherwise noted.

\* **Premium Artificial Grass Installation** - Perimeter framed with bend-a-board, a 1.5" X 1.5" composite material that allows for securing the perimeter of your installation with a pneumatic staple gun. Perimeter secured with 1", 18GA galvanized staples, field is secured with 5" or 6" nails every 2' to 3' on center. Seams are secured with 12" wide non-woven seaming tape and Supreme Seam moisture cured seaming glue along with nails or staples. Infilled with 1 lb. per sq.ft of Premium Infill IF selected/indicated above.

\* **Infill** – Typical installation is 1 lb. per sq.ft. for residential lawns or light traffic commercial area lawns. Putting Greens require infill to achieve the desired STIMP speed – typically 9 to 11 - and usually would require 1 to 1.5 lbs. per sq.ft. Putting Green installations, and commercial installations or for heavy traffic applications, the infill requirement may be adjusted based upon pile height, face weight, yarn Dtex and expected foot traffic. Your Estimator will advise you of any special needs.

\* **Cleanup** – Removal of all job related debris and materials. Cut remnants can be provided upon request before we leave the jobsite; all unused materials are the property of Purchase Green and will be returned to our warehouse.

\* **Warranty – Request a copy of our labor and material warranty prior to signing your installation contract.**

Residential Warranty with Basic Installation Method - 3 years labor; Limited Lifetime Warranty and Customer Loyalty Program for product.

Residential Warranty with Premium Installation Method - 8 year labor; Limited Lifetime Warranty and Customer Loyalty Program for product.

Commercial Warranty – 1 year labor; Limited Lifetime Warranty and Customer Loyalty Program for product.

***\*\*Ground Cover has a 3 year product warranty on residential installations and a 1 year warranty on commercial installations\*\****

***\*\*MELTING CAUSED BY LOCALIZED HEATING FROM REFLECTIVE SURFACES WILL NOT BE COVERED BY WARRANTY. BE SURE TO REVIEW YOUR WARRANTY FOR SPECIFICS\*\*KNOW WHAT IS COVERED\*\****

***\*\*BE SURE TO REVIEW YOUR PRODUCT WARRANTY FOR YOUR PRORATION SCHEDULE\*\****

\* **Maintenance** –Request our Maintenance FAQ document. **Premium Installations** are provided with a Free Turf Broom at project completion.



## Purchase Green Limited Lifetime Warranty

Purchase Green carries products that utilize the highest quality materials and the latest manufacturing techniques in the production of artificial grass. Purchase Green warrants that if the artificial grass/putting green surface that it provides proves to be defective in materials or manufacturing workmanship resulting in premature wear during normal use of the product or suffers significant fade, breakdown or degradation due to exposure to natural ultraviolet rays within the same period, Purchase Green will at its sole option, either 1) repair or replace the affected area without charge to the Purchaser or 2) issue a credit equal to the cost of the replacement synthetic grass material for the area giving rise to the claim according to the following proration schedule:

Residential projects: Years 1-8 (100%); Years 9-12 (50%); Years 13-15 (25%); Years 16+ (15%)

Commercial projects: Years 1-8 (100%); Years 9-10 (50%); Years 11+ (15%)

In the event that Purchase Green elects to issue a credit in lieu of repair or replacement, said credit shall only apply to the affected area of synthetic grass giving rise to the claim. The credit shall be issued to the customer as a percentage off the replacement cost of a new synthetic grass of the same or comparable quality. The credit will be good only towards the purchase of Purchase Green synthetic grass directly from Purchase Green. There will be no cash payment.

If there is deemed to be a valid warranty claim AND the original product IS available, replacement product will be provided (in accordance with the above proration schedule) to cover the area giving rise to the claim however there is a very high probability there will be a dye lot variation. This is a normal condition and does not give rise to additional claims. The customer does have the option of simply receiving a credit in lieu of the replacement product to be applied against the purchase of another Purchase Green product.

If there is deemed to be a valid warranty claim AND the original product IS NO LONGER available the customer will receive a credit in accordance with the proration schedule to be applied against another Purchase Green product. The amount of the credit will be based upon the original purchase price.

All warranties deemed to be valid on purchases more than 12 years old would receive credits in accordance with the proration schedule and terms above. Replacement of product will not be considered.

Any credit issued that is applied against the purchase of new Purchase Green product(s) will be applied against the published retail price at the time of the purchase of replacement product. It can be used in conjunction with standard published promotions (such as volume discounts) but it can't be used in conjunction with any other promotional offers to include retail/hot buy promotions, contractor or stocking dealer discounts, clearance pricing, etc.

Warranty claims are limited to the original purchase price of materials furnished by Purchase Green and DO NOT include any labor costs associated with replacing an installed product. Purchase Green artificial grasses & artificial putting greens are guaranteed against defects as listed above subject to the below terms and conditions:

1. Customer must register their Limited Lifetime Warranty and Loyalty Program within 60 days of the original purchase date.
2. To register the customer must provide the following information:
  - a. Project owner / Warranty Owner first name and last name
  - b. Address of installation
  - c. Purchase Green product
  - d. Name of supplier (e.g. Purchase Green store, licensed installer, licensed retailer, etc.)
  - e. Original Invoice number of purchase from Purchase Green
  - f. Original Invoice date of purchase from Purchase Green
  - g. Name of Purchaser (may be the same as or different from the project owner)
  - h. Copy of receipt of original purchase if not purchased directly from Purchase Green (e.g. a copy of your receipt from the reseller/retailer or your installation agreement/contract)

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2. Purchase Green specifically manufactures its products with green (as opposed to black) backings to minimize heat absorption.

i. Who installed your Purchase Green product(s)?

**If end-user did not purchase the product directly from Purchase Green but rather through a licensed installer or a licensed reseller of Purchase Green products be sure to obtain the above information from your installer/supplier as that information will be required to register for your Limited Lifetime Warranty & Loyalty Program.**

3. This warranty is transferrable as long as the customer has a Warranty Transfer Certificate from Purchase Green.

***The following are specifically covered against and within the scope of this warranty:***

- UV degradation which for the purposes of this warranty shall be deemed to have occurred should the original tensile strength of the product decrease by more than 50%, the fiber thickness has decreased by more than 50% or the pile height has shrunk by more than 25%
- Stability of backings, yarns and Tuft Bind
- Products, which have been repaired or replaced by Purchase Green, shall have a remaining Warranty of the balance and according to the proration schedule of the original warranty period.

***Exclusions include:***

- Warranty does NOT cover **PG Ground Cover**. PG Ground cover comes with a standard, non-prorated 3 year warranty. Other terms and conditions apply.
- Warranty does not cover **“remnant” sales** – such sales made in-store or online and are specifically sold “as-is”. They are sold at significant discount because they come with NO WARRANTY.
- WARRANTY DOES NOT COVER ANY TYPE OF MATTING ON THIS PRODUCT, REGARDLESS OF THE CAUSE.
- Damages caused by improper cleaning agents, exposure to chemicals containing elements from the halogen group (such as chlorine, fluorine, bromine, iodine), herbicides, pesticides, chemical run-off from neighboring properties and topical applications with a PH less than five (5) or greater than nine (9)
- Artificial grass installations that do not have proper drainage
- Abuse and or misuse; Normal wear & tear.
- Damages caused by vehicular traffic
- Product that has been replaced, repaired, altered, or installed by any person other than a properly licensed and trained artificial grass installer. This warranty does not cover the installation of the artificial grass or any issues stemming from the installation. This warranty does not cover any damage resulting from repair or attempted repair by anyone other than Purchase Green or its authorized agents, retailers, subcontractors or installation partners.
- Damaged, directly or indirectly, by acts of vandalism, machinery, animals, fire, chemical spills, acts of God, excessive static or dynamic loads, faulty or improper subsurface preparation, or subsurface failure.
- Damage resulting from localized heating (most often caused by highly reflective surfaces such as energy efficient or reflective windows & glass doors and/or smooth white surfaces). In this scenario the reflected energy usually reaches the turf as a narrow band (10-25cm) of reflected heat and may reach temperatures in excess of the deformation point of most plastics used in the synthetic turf industry. This is something to be particularly aware of when installing artificial grass that faces south or east and that is exposed to sunlight between 11:30 am and 2:00 pm adjacent to highly reflective surfaces.
- The unrolled artificial grass/putting green roll should not be left uncovered in direct sunlight. This is particularly important for stocking dealers. The secondary backing may absorb heat and the temperature of the top layer may exceed 194 Degrees F resulting in severe localized, uneven shrinkage. A plastic wrapping must be used for outdoor storage of the roll or it should be stored in a shaded area when rolled up. As an example – the temperature inside the top layer of an artificial grass roll with black secondary coating left in the sun at 90 Degree ambient for 3 hours will be over 160 degree F. <sup>1</sup>
- Damaged caused by leaving any heat-absorbent material on the artificial grass during daylight hours such as clear or dark plastic sheeting, etc. These products absorb heat at a higher rate than the artificial grass and may cause localized shrinkage of the fibers as the temperature may exceed the artificial grass stabilization temperature. <sup>2</sup>
- Slight color changes will occur over the lifetime of this artificial grass product and is not considered a warrantable issue.

Purchase Green commits to handling all warranty claims promptly and professionally conditional upon the purchaser's account being in good standing at the time of the claim. All claims by the purchaser made under the terms of this warranty must be made in writing prior to the expiration of the warranty period and within thirty (30) days of learning of the suspected failure/defect.

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<sup>2</sup>Purchase Green specifically manufactures its products with green (as opposed to black) backings to minimize heat absorption.





## Purchase Green Installation Warranty

This is a labor warranty provided by and for installations performed by Purchase Green and is provided to the original purchaser (“Owner”). The specific length of this warranty will be as indicated on your separate Installation Agreement or Installation Contract and will vary from one installation to the next depending upon your chosen artificial grass product, artificial grass infill, and selected installation method. This warranty specifically excludes any portion of work performed by others if such is a necessary component of an artificial grass installation (examples include excavation, sub-base preparation, backfill, etc. that may have been performed by the Owner or by other contractors hired by the Owner.)

*The following are specifically covered against and within the scope of this warranty:*

- Seams
- Sub-base preparation (when performed by Purchase Green and specifically excludes sub-base failures resulting from improper native soil compaction performed by others and/or a result of improper backfill and compaction in adjacent areas performed by others; examples include areas adjacent to recently installed/modified walls, pools, etc.)
- Finished edge of the perimeter
- Any labor associated with a product warranty claim during the **LABOR warranty period**. *In situations where the product warranty period extends beyond the labor warranty period any labor costs associated with a product warranty would be the responsibility of the Owner when outside of the labor warranty period.*
- In the event that a valid warranty claim is made and the original product is no longer available the customer will have the choice of replacing the **affected area** with a similar product or receive a credit equal to the cost of the repair of the affected area. In the event that Owner elects to receive a credit in lieu of repair or replacement, said credit shall apply to the affected area of the product giving rise to the claim. Minor color or die lot variations may exist between replacement product and the originally installed product and are not indicative of a defective product.
- This warranty is not transferrable and is extended only to the original purchaser of the product.

*Exclusions include:*

- Abuse and or misuse; Normal wear & tear
- Product that has been replaced, repaired, altered, or installed by any person other than Purchase Green.
- Damaged, directly or indirectly, by acts of vandalism, machinery, animals, fire, chemical spills, acts of God, excessive static or dynamic loads, faulty or improper subsurface preparation (performed by others), subsurface failure (performed by others), or the use of unauthorized fluids or cleaning methods
- Damage resulting from localized heating (most often caused by highly reflective surfaces such as energy efficient or reflective windows & glass doors and/or smooth white surfaces such as white vinyl fences). In this scenario the reflected energy usually reaches the turf as a narrow band (10-25cm) of reflected heat and may reach temperatures in excess of the melting point of most plastics used in the synthetic turf industry. This is something to be particularly aware of when having artificial grass installed on the South or East side of the home and that is exposed to sunlight between 11:30 am and 2:00 pm. **We will look for this with you and attempt to point out any potential issues however ultimate burden and responsibility for this rests with the owner as they are the only ones that know when and what type of windows were installed.**
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- This warranty does not apply to damage resulting from failure to provide reasonable maintenance including failure to clean the product as necessary

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Purchase Green commits to handling all warranty claims promptly and professionally conditional upon the purchaser's account being in good standing at the time of the claim. All claims by the purchaser made under the terms of this warranty must be made in writing prior to the expiration of the warranty.

Replacement of a product or component does not renew the warranty period or otherwise affected the original warranty or warranty period.

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## Rocky Mountain Artificial Turf

226 W 12650 S  
 Draper, UT 84020 US  
 +1 8018080015  
 sales@rmturf.com  
 www.artificialturfutah.com



### Estimate

ADDRESS	ESTIMATE	4160
Wyatt Dangel	DATE	01/25/2023
1435 Lincoln Ave		
Ogden		

PRODUCT/SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
Playground Package - Go Play Turf	Includes: base work (10 inches of woodchip removal), 8.5 inches of gravel, padding, Go Play Turf 1 inch pile height, 55 oz face weight, infill, and installation	2,847.87	20.4373409	58,202.89
RM55 - Go Play	Go Play Turf - 1 inch pile height, 55 oz face weight	3,112.50	3.18	
Base Work	Includes 10 inches of soil removal, 8.5 inches of aggregate material and bringing the boards in	4	3,037.00	
Core Infill	Green Diamond Core Infill (50lb bags)	114	13.55	
Turf Installation, Equipment, and Supplies	Turf Installation- Labor, Equipment, and Supplies	2.50	3,037.00	
Soil Removal	Soil Removal per Cubic Yards	87.90	103.00	
Padding ProPlay-55	Proplay 55 Padding	2,847.87	3.79	
Concrete Edges (Treated 2x4)	Treated Perimeter Boards - Per Linear Feet	198.59	3.63	
Edges (Bender Boards)	Bender Boards - Per Linear Feet	15.16	5.53	
Gravel 3/4" Unwashed - Aggregate Material	3/4" Gravel - Per Cubic Yard	74.71	71.00	
Artificial Turf Seam Tape	Artificial Turf Seam Tape - Per linear feet	225.58	0.46	
Artificial Turf Adhesive	Artificial Turf Adhesive	4	239.98	
Terms 50/50	Orders are placed with a 50% deposit and 50% due upon completion for all Putting Greens, Artificial Grass, or other listed items. Any items that are not listed but needed for completion of this project will be completed with the submission of a change order and billed at the agreed rate. This project is being estimated on a cost of goods and daily cost analysis, so any delay after starting that causes extra cost on our end will be pasted on and billed at the end of this project.	1	0.00	0.00
	Rocky Mountain Turf will file a Preliminary Notice with Utah's State Construction Registry (SCR) and,			

if necessary, a Notice of Construction Lien that provides Rocky Mountain Turf added legal rights to collect any amounts unpaid upon completion of its work.

In the event of your default or failure to pay any past due balances according to the terms of this agreement, you agree to pay collection fees of up to 40% of any unpaid balance, plus attorney fees, court costs, and interest at the rate of 18% per annum

All estimating pricing is valid for 45 days from the original date. After 45 days pricing may fluctuate.

Area 3 (playground area) Premium installation, Go play turf

SUBTOTAL	58,202.89
TAX	0.00
<hr/>	
TOTAL	<b>\$58,202.89</b>

Accepted By

Accepted Date

# INVOICE

**Hector Jimenez**  
 4605 s Foxglove DR  
 taylorsville, UT - Utah 84123

hector@hmrlandscape.com  
 (385) 242-3346



## Ogden Prep Academy

**Bill to**

Ogden Prep Academy  
 1487 Lincoln Avenue Ogden UT

**Invoice details**

Invoice no.: 1039  
 Invoice date: 03/31/2023  
 Due date: 04/30/2023

Product or service	Amount
1. <b>Artificial Turf</b> Install Artificial turf Elite 108 65x45 Install Artificial Turf Elite 108 41x60 Remove existing chat prep areas with roadbase and compact with plate compacter Impact pad 1x4x5' 80	\$65,158.50

**Total** **\$65,158.50**

### Ways to pay



### Note to customer

Thank you for your business.

# Coversheet

## Administrative Board Report

**Section:** III. Administrative Report  
**Item:** A. Administrative Board Report  
**Purpose:** FYI  
**Submitted by:**  
**Related Material:** Admiistrative Board Report April 2023.pdf  
2022-2023 RDA Final Letter - Ogden Preparatory Academy.pdf

# ADMINISTRATIVE BOARD REPORT

## April 2023



OGDEN PREPARATORY  
ACADEMY

## » Table of Contents

<b>02</b>	<b>Events Elementary</b>	Signature events and academic updates
<b>03</b>	<b>Junior High</b>	Signature events and academic updates
<b>04</b>	<b>Teaching &amp; Learning</b>	Assessment; Coaching; Employee of the Month
<b>05</b>	<b>Special Education</b>	RDA; Perez Decision
<b>07</b>	<b>Finance &amp; Operations</b>	Grants; PTIF; Human Resources
<b>08</b>	<b>Data Trends</b>	Enrollment; Waitlists; Retention

# ADMINISTRATIVE BOARD REPORT



OGDEN PREPARATORY  
ACADEMY

## Events

### Recent Events

Spring Break  
AVID College Tour

### Upcoming Events

April : Assessment begins  
April 17-21: Assessment Spirit Week  
May 4: OPA Family Spring Fiesta  
May 5: Junior High Career Day  
May 12: Spain Trip  
May 18: Board Meeting



## Elementary Signature Programs and Academic Update



Leader in Me®

We had our first LIM assembly the Friday before spring break and it was awesome! It was led entirely by students. There were student speakers, motivational videos, and the students sang their Leader in Me songs.



OGDEN PREPARATORY  
ACADEMY

# ADMINISTRATIVE BOARD REPORT

## Junior High Signature Programs and Academic Update

- AVID 9 students just came back from a successful trip touring two colleges in Southern Utah.
- We are entering testing season.
- Ari Romero has accepted a position for Dean of Students next year. Ramsay Andersen will be our new ELD teacher.





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# ADMINISTRATIVE BOARD REPORT



## Teaching and Learning

### ASSESSMENT

- AAPPL (Spanish) Testing
  - Testing is complete, we are just working on getting the last makeups completed.
  - Testing went much more smoothly with the technology and student preparation.
  - Assessed in the speaking domain, and writing for the Junior High Heritage class students.
- End of Year Testing:
  - Test Window is April 24 - May 11
    - Acadience Reading & Math (K-3)
    - i-Ready Diagnostic (K-9)
    - Star Reading (4-9)
    - Utah RISE (3-8)
    - Utah Aspire Plus (9)
- Schedules are finalized and teachers are starting test preparation and student motivation.
- New! UA+ And RISE now have Spanish Transadaptive functionality for Math & Science.

### EMPLOYEE OF THE MONTH

Nominated for Using & Celebrating Academic Language with students.

- **Jennifer Davis - 4th Grade Teacher**

Jenny is wonderful at encouraging and expecting academic language conversations out of her students. She uses visual representation, sentence stems, and overall provides a lot of scaffolding support.

- **Ariana Romero - JH CCA Teacher**

Academic language is very present in Ari's instruction. She utilizes academic language strategies regularly, and she provides students with opportunities to celebrate risk-takers, perseverance, and use of academic language. When students are in Ari's class, they are immersed in language development!

### COACHING TEAM

- Started planning and preparing for next year's new teacher orientation and induction.





OGDEN PREPARATORY  
ACADEMY

# ADMINISTRATIVE BOARD REPORT

## Special Education Update



### Results Driven Accountability

Ogden Preparatory's special education department received our Results Driven Accountability (RDA) letter in March. Our Program Improvement Plan is due in draft form by April 30, with a final draft due June 30.

Our overall risk score is a 3, which puts us in the "assisting" tier. This means we will be receiving facilitated supports and recommended activities through the Utah State Office of Education.

Based on the data (please see this presentation) some areas of focus for our improvement plan will include:

- State assessment participation rates- The state goal is 95%
- State assessment proficiency (both on the RISE and the DLM).
- Suspension and expulsion rates (we met state goal for this, but there is always room for improvement!)
- Secondary transition- we have improved in this area, but still have a lot of room for improvement.
- Reducing findings of noncompliance- in the past we have been able to make corrections without receiving findings. This has recently changed.
- Increasing parent participation- The results of the parent survey were good, but out of 100 surveys sent out, we had a return rate of 21%. We would like parents to know that their voice is important.



OGDEN PREPARATORY  
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# ADMINISTRATIVE BOARD REPORT

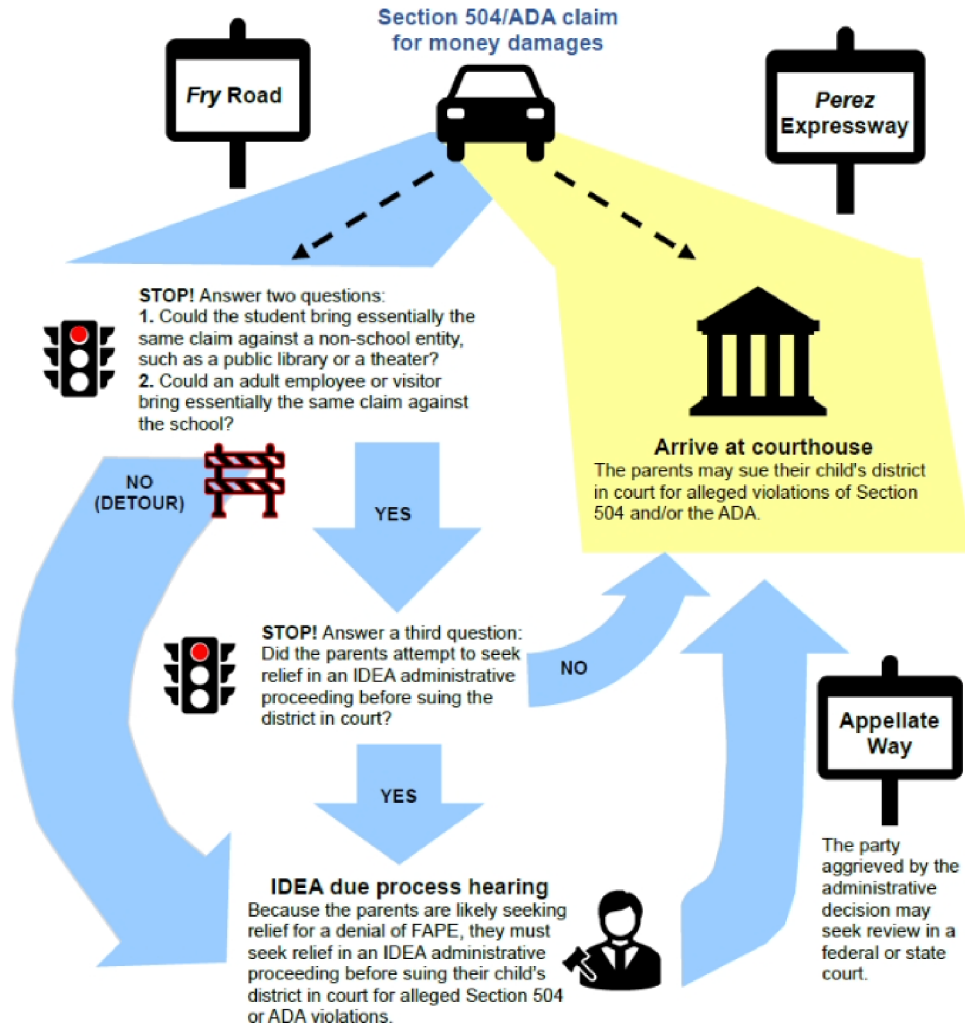
## Special Education Update

### The Perez Decision



#### The Road to Federal Court After Perez

There's no question that the U.S. Supreme Court's ruling in *Perez v. Sturgis Public Schools*, [123 LRP 10045](#) (03/21/23), will impact Section 504 and ADA claims for money damages brought on behalf of students with disabilities. The following graphic illustrates how the new route to recovery established in *Perez* compares to the test set forth in *Fry v. Napoleon Community Schools*, [69 IDELR 116](#) (2017).





OGDEN PREPARATORY  
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# ADMINISTRATIVE BOARD REPORT

## Finance

### PTIF (Public Treasurer's Interest Fund)

February 2023

- Ending Balance: \$3,498,440.87
- Transfers: none
- Interest deposited: \$12,472.51



### Grants

- Submitted 100% for Kids and STEM Action Center grants for math manipulatives to support the new curriculum.
- Submitted an Outdoor grant for improvements to the area around the pavilion.
- Submitted a PIP grant to support behavior programs.

## Operations



### Human Resources

- Continuing to interview for FY24 positions.
- Gracie Evans and Isaiah Corbett-Lopez (both assistants) left OPA for other employment opportunities.
- Hired a Social Worker, Xitlali Loza.



OGDEN PREPARATORY  
ACADEMY

# ADMINISTRATIVE BOARD REPORT

## Data

### Enrollment

Grade	K	1	2	3	4	5	6	7	8	9	All
FY23 Apr 1	100	102	99	102	100	91	101	113	101	98	1007
FY22 Apr 1	101	95	98	107	95	99	103	108	114	101	1021
October 1	100	102	98	102	98	92	102	113	108	108	1023
Goal enrollment	100	100	100	100	100	105	105	110	110	110	1040
Lottery Pull target	105	110	110	110	110	115	115	120	120	120	1135

### Waitlist- Current

Grade	OGDEN PREPARATORY ACADEMY					
	I	A	GWL	SWL	TWL	FWL
K	19	119	19	0	0	0
1	6	35	4	2	0	0
2	2	34	2	0	0	0
3	9	26	8	1	0	0
4	4	22	4	0	0	0
5	0	34	0	0	0	0
6	1	24	1	0	0	0
7	10	49	8	2	0	0
8	0	33	0	0	0	0
9	0	20	0	0	0	0
<b>Totals:</b>	<b>51</b>	<b>396</b>	<b>46</b>	<b>5</b>	<b>0</b>	<b>0</b>



OGDEN PREPARATORY  
ACADEMY

# ADMINISTRATIVE BOARD REPORT

## Data

### Waitlist- 2023-2024

OGDEN PREPARATORY ACADEMY						
Grade	I	A	GWL	SWL	TWL	FWL
K	0	88	0	0	0	0
1	10	18	9	1	0	0
2	0	5	0	0	0	0
3	1	8	0	1	0	0
4	0	9	0	0	0	0
5	0	14	0	0	0	0
6	0	8	0	0	0	0
7	0	18	0	0	0	0
8	0	9	0	0	0	0
9	0	1	0	0	0	0
<b>Totals:</b>	<b>11</b>	<b>178</b>	<b>9</b>	<b>2</b>	<b>0</b>	<b>0</b>

## Trends

Annual Withdrawals	
2017	76
2018	70
2019	58
2020	77
2021	94
2022	78
2023 To Date	85

Student Retention	
2019	87.74%
2020	86.80%
2021	91.21%
2022	89.13%
2022 Charter Average	79.80%



March 31, 2023

Elizabeth Callison,

Ogden Preparatory Academy

Dear Elizabeth Callison,

The Utah State Board of Education Special Education Services (USBE SES) section has the authority and responsibility of monitoring compliance with federal and state requirements under the Individuals with Disabilities Education Act of 2004 (IDEA) and the Utah State Board of Education Special Education Rules (Rules). This responsibility is administered within the framework of supporting positive outcomes for students with disabilities. The USBE SES must provide a State Performance Plan/Annual Performance Report (SPP/APR) to the Office of Special Education Programs (OSEP) to describe the progress of each local education agency (LEA) and the State toward meeting targets on performance indicators established by OSEP. Indicators address specific compliance and outcome components of the special education program. LEAs that meet targets set for each indicator demonstrate minimum compliance or outcome results with the specific indicator. Indicators are measured to indicate levels of risk for LEAs but do not reflect implementation or indicate that an LEA is providing students with a free appropriate public education (FAPE).

The USBE SES considers multiple sources of data including student enrollment, monitoring activities, professional learning, stakeholder input, personnel qualifications, use of funding, and any other public information to determine level of risk for the APR indicators. The USBE SES considers additional indicators in conjunction with the APR indicators to determine the Results Driven Accountability (RDA) risk determination as well as the level of monitoring and support required for each LEA. LEA risk determinations are made annually; therefore, the determination about the status of each LEA and the criteria used will be reviewed and possibly modified each year by the USBE SES. In making these risk determinations and in deciding on appropriate enforcement actions for the federal fiscal year (FFY) 2021 APR, the USBE SES has considered all information available at the time of the determination including the history, nature, and length of time of any reported noncompliance, and any evidence of correction. Risk determinations for the 2021–2022 school year included results from SPP/APR indicators and additional indicators outlined below.

The USBE SES has re-conceptualized its accountability system to more effectively support LEAs in delivering compliant special education programs which lead to positive outcomes for students with disabilities. Several stakeholders were involved in the revision process and provided input and feedback regarding this process. As a result, the USBE SES provides differentiated levels of monitoring and support to LEAs based on need. While the USBE SES monitoring and technical assistance efforts will continue to address compliance issues, the focus will be on working collaboratively with LEAs to develop and strengthen their capacity to implement and scale-up effective instructional practices resulting in preparation for employment, further education, and independent living.

The USBE SES has completed the annual data review for the 2021–2022 school year. As a result of the data review, Ogden Preparatory Academy has a final risk determination of:

2022 Overall Risk Score	2022 USBE Results Driven Accountability Tier
3	Assisting

Ogden Preparatory Academy previously had a final risk determination of:



2021 Overall Risk Score	2021 USBE Results Driven Accountability Tier
2	Guiding

The data used in making the 2022 determination are enclosed. For more information on the USBE tiers, supports and activities, please visit the [USBE Special Education Compliance](#) webpage. If you have any additional questions, please contact [Dana Archuleta](#) (801-538-7698).

Ogden Preparatory Academy must complete a Program Improvement Plan (PIP) and submit it through the Utah Program Improvement Planning System (UPIPS) online program by June 30, 2023. Consider the areas of need identified on the following pages in addition to areas of need identified by Ogden Preparatory Academy. If Ogden Preparatory Academy wishes the USBE SES to review its Program Improvement Plan, the plan must be submitted by April 30, 2023. If Ogden Preparatory Academy received a program improvement monitoring visit in the spring of 2023 and wishes the USBE SES to review its Program Improvement Plan prior to the June 30, 2023 deadline, contact [Kelsey Gressmen](#) (801-538-7585).

cc: Elizabeth Callison

Indicator Data	2022 LEA Risk Score	LEA Data	Target Met?	Points Away From Target	Comments
<b>Indicator 1: Graduation</b> State Target: $\geq 67.90\%$ Data Year: 2020-2021 Data Source: UTREx Year End	NA	NA	NA	NA	Your LEA did not report any students ages 14–21 with IEPs as graduates in the 2020–2021 school year.
<b>Indicator 2: Dropout</b> State Target: $\leq 25.81\%$ Data Year: 2020-2021 Data Source: UTREx Year End	NA	NA	NA	NA	Your LEA did not report any students ages 14–21 with IEPs as exiting special education in the 2020–2021 school year.



Indicator Data	2022 LEA Risk Score	LEA Data	Target Met?	Points Away From Target	Comments
<b>Indicator 3A: Participation Literacy Grade 4</b> State Target: $\geq 95.00\%$ Data Year: 2021-2022 Data Source: RISE, DLM	4	86.67%	NO	8.33	This indicator has been identified as an area of need by the USBE. Consider focusing on this indicator during data literacy, when conducting a comprehensive data analysis, and, when appropriate, including it in your Program Improvement Plan.
<b>Indicator 3A: Participation Literacy Grade 8</b> State Target: $\geq 95.00\%$ Data Year: 2021-2022 Data Source: RISE, DLM	1	100.00%	YES	0.00	Your LEA meets or exceeds the state target.
<b>Indicator 3A: Participation Literacy Grade 10</b> State Target: $\geq 95.00\%$ Data Year: 2021-2022 Data Source: Utah Aspire Plus, DLM	NA	NA	NA	NA	Your LEA did not have any grade 10 regular or alternate ELA assessment participants in 2021–2022.
<b>Indicator 3A: Participation Numeracy Grade 4</b> State Target: $\geq 95.00\%$ Data Year: 2021-2022 Data Source: RISE, DLM	4	86.67%	NO	8.33	This indicator has been identified as an area of need by the USBE. Consider focusing on this indicator during data literacy, when conducting a comprehensive data analysis, and, when appropriate, including it in your Program Improvement Plan.
<b>Indicator 3A: Participation Numeracy Grade 8</b> State Target: $\geq 95.00\%$ Data Year: 2021-2022 Data Source: RISE, DLM	2	92.86%	NO	2.14	This indicator has not been identified as an area of need by the USBE.
<b>Indicator 3A: Participation Numeracy Grade 10</b> State Target: $\geq 95.00\%$ Data Year: 2021-2022 Data Source: Utah Aspire Plus, DLM	NA	NA	NA	NA	Your LEA did not have any grade 10 regular or alternate math assessment participants in 2021–2022.
<b>Indicator 3A Overall</b>	3	2.75	NA	NA	This is the average of risk scores for this indicator and is used in the Monitoring Tier calculation. The USBE recommends the LEA continue to educate parents and adult students on the benefits of participation.

Indicator Data	2022 LEA Risk Score	LEA Data	Target Met?	Points Away From Target	Comments
<b>Indicator 3B: Regular Proficiency Literacy Grade 4</b> State Target: $\geq 14.51\%$ Data Year: 2021-2022 Data Source: RISE	5	0.00%	NO	14.51	This indicator has been identified as an area of need by the USBE. Consider focusing on this indicator during data literacy, when conducting a comprehensive data analysis, and, when appropriate, including it in your Program Improvement Plan.
<b>Indicator 3B: Regular Proficiency Literacy Grade 8</b> State Target: $\geq 7.31\%$ Data Year: 2021-2022 Data Source: RISE	5	0.00%	NO	7.31	This indicator has been identified as an area of need by the USBE. Consider focusing on this indicator during data literacy, when conducting a comprehensive data analysis, and, when appropriate, including it in your Program Improvement Plan.
<b>Indicator 3B: Regular Proficiency Literacy Grade 10</b> State Target: $\geq 8.58\%$ Data Year: 2021-2022 Data Source: Utah Aspire Plus	NA	NA	NA	NA	Your LEA did not have any grade 10 regular ELA assessment participants in 2021–2022, so a proficiency percentage was not calculated.
<b>Indicator 3B: Regular Proficiency Numeracy Grade 4</b> State Target: $\geq 19.74\%$ Data Year: 2021-2022 Data Source: RISE	2	16.67%	NO	3.07	This indicator has not been identified as an area of need by the USBE.
<b>Indicator 3B: Regular Proficiency Numeracy Grade 8</b> State Target: $\geq 6.02\%$ Data Year: 2021-2022 Data Source: RISE	5	0.00%	NO	6.02	This indicator has been identified as an area of need by the USBE. Consider focusing on this indicator during data literacy, when conducting a comprehensive data analysis, and, when appropriate, including it in your Program Improvement Plan.
<b>Indicator 3B: Regular Proficiency Numeracy Grade 10</b> State Target: $\geq 3.19\%$ Data Year: 2021-2022 Data Source: Utah Aspire Plus	NA	NA	NA	NA	Your LEA did not have any grade 10 regular math assessment participants in 2021–2022, so a proficiency percentage was not calculated.
<b>Indicator 3B Overall</b>	4	4.25	NA	NA	This is the average of risk scores for this indicator and is used in the Monitoring Tier calculation. The USBE recommends the LEA continue to educate parents and adult students on the benefits of participation.

Indicator Data	2022 LEA Risk Score	LEA Data	Target Met?	Points Away From Target	Comments
<b>Indicator 3C: Alternate Proficiency Literacy Grade 4</b> State Target: $\geq 15.06\%$ Data Year: 2021-2022 Data Source: DLM	5	0.00%	NO	15.06	This indicator has been identified as an area of need by the USBE. Consider focusing on this indicator during data literacy, when conducting a comprehensive data analysis, and, when appropriate, including it in your Program Improvement Plan.
<b>Indicator 3C: Alternate Proficiency Literacy Grade 8</b> State Target: $\geq 23.74\%$ Data Year: 2021-2022 Data Source: DLM	1	33.33%	YES	0.00	Your LEA meets or exceeds the target.
<b>Indicator 3C: Alternate Proficiency Literacy Grade 10</b> State Target: $\geq 29.43\%$ Data Year: 2021-2022 Data Source: DLM	NA	NA	NA	NA	Your LEA did not have any grade 10 alternate ELA assessment participants in 2021–2022, so a proficiency percentage was not calculated.
<b>Indicator 3C: Alternate Proficiency Numeracy Grade 4</b> State Target: $\geq 31.43\%$ Data Year: 2021-2022 Data Source: DLM	5	0.00%	NO	31.43	This indicator has been identified as an area of need by the USBE. Consider focusing on this indicator during data literacy, when conducting a comprehensive data analysis, and, when appropriate, including it in your Program Improvement Plan.
<b>Indicator 3C: Alternate Proficiency Numeracy Grade 8</b> State Target: $\geq 6.24\%$ Data Year: 2021-2022 Data Source: DLM	5	0.00%	NO	6.24	This indicator has been identified as an area of need by the USBE. Consider focusing on this indicator during data literacy, when conducting a comprehensive data analysis, and, when appropriate, including it in your Program Improvement Plan.
<b>Indicator 3C: Alternate Proficiency Numeracy Grade 10</b> State Target: $\geq 12.41\%$ Data Year: 2021-2022 Data Source: DLM	NA	NA	NA	NA	Your LEA did not have any grade 10 alternate math assessment participants in 2021–2022, so a proficiency percentage was not calculated.
<b>Indicator 3C Overall</b>	4	4.00	NA	NA	This is the average of risk scores for this indicator and is used in the Monitoring Tier calculation. The USBE recommends the LEA continue to educate parents and adult students on the benefits of participation.

Indicator Data	2022 LEA Risk Score	LEA Data	Target Met?	Points Away From Target	Comments
<b>Indicator 3D: Gap Calculation Literacy Grade 4</b> State Target: ≤ 23.31% Data Year: 2021-2022 Data Source: RISE	1	12.50%	YES	0.00	Your LEA is at or below the state target.
<b>Indicator 3D: Gap Calculation Literacy Grade 8</b> State Target: ≤ 35.63% Data Year: 2021-2022 Data Source: RISE	1	23.36%	YES	0.00	Your LEA is at or below the state target.
<b>Indicator 3D: Gap Calculation Literacy Grade 10</b> State Target: ≤ 39.47% Data Year: 2021-2022 Data Source: Utah Aspire Plus	NA	NA	NA	NA	Your LEA did not have any grade 10 regular ELA assessment participants or did not have any participants with IEPs in 2021–2022, so a gap percentage was not calculated.
<b>Indicator 3D: Gap Calculation Numeracy Grade 4</b> State Target: ≤ 25.22% Data Year: 2021-2022 Data Source: RISE	1	4.68%	YES	0.00	Your LEA is at or below the state target.
<b>Indicator 3D: Gap Calculation Numeracy Grade 8</b> State Target: ≤ 30.51% Data Year: 2021-2022 Data Source: RISE	1	9.17%	YES	0.00	Your LEA is at or below the state target.
<b>Indicator 3D: Gap Calculation Numeracy Grade 10</b> State Target: ≤ 25.62% Data Year: 2021-2022 Data Source: Utah Aspire Plus	NA	NA	NA	NA	Your LEA did not have any grade 10 regular math assessment participants or did not have any participants with IEPs in 2021–2022, so a gap percentage was not calculated.
<b>Indicator 3D Overall</b>	1	1.00	NA	NA	This is the average of risk scores for this indicator and is used in the Monitoring Tier calculation. The USBE recommends the LEA continue to educate parents and adult students on the benefits of participation.

Indicator Data	2022 LEA Risk Score	LEA Data	Target Met?	Points Away From Target	Comments
<b>Indicator 4A: Suspension &amp; Expulsion of Students with IEPs</b> State Target: 0.00% State Rate: 0.05% Data Year: 2020-2021 Data Source: UTREx Dec 1 Count	1	0.00	YES	0.00	This is your LEA's rate of suspensions/expulsions of students with IEPs for more than 10 days in the 2020–2021 school year. Your rate is at or below the State rate.
<b>Indicator 4B: Suspension &amp; Expulsion of Students with IEPs Based on Race/Ethnicity</b> State Target: 0.00% State Rate: 0.05% Data Year: 2020-2021 Data Source: UTREx Dec 1 Count	1	0	YES	0	This is your LEA's rate of suspensions/expulsions of students with IEPs of all races/ethnicities for more than 10 days in the 2020–2021 school year. Your rate is at or below the State rate.
<b>Indicator 4 Overall</b>	1	1.00	NA	NA	This is the average of risk scores for this indicator and is used in the Monitoring Tier calculation. The USBE recommends a review of LEA data practices and the accurate recording of discipline data for students with IEPs.

Indicator Data	2022 LEA Risk Score	LEA Data	Target Met?	Points Away From Target	Comments
<b>Indicator 5A: Inside the Regular Class 80% or More of the Day</b> State Target: $\geq 65.12\%$ Data Year: 2021-2022 Data Source: UTREx Dec 1 Child Count	1	78.57%	YES	0.00	Your LEA meets or exceeds the state target.
<b>Indicator 5B: Inside the Regular Class Less than 40% of the Day</b> State Target: $\leq 9.71\%$ Data Year: 2021-2022 Data Source: UTREx Dec 1 Child Count	1	5.56%	YES	0.00	Your LEA is at or below the state target.
<b>Indicator 5C: In Separate Schools, Residential Facilities, or Homebound/Hospital Placements</b> State Target: $\leq 2.78\%$ Data Year: 2021-2022 Data Source: UTREx Dec 1 Child Count	1	0.79%	YES	0.00	Your LEA is at or below the state target.
<b>Indicator 5 Overall</b>	1	1.00	NA	NA	This is the average of risk scores for this indicator and is used in the Monitoring Tier calculation. The USBE recommends a review of LEA continuum of placement policies and practices.

Indicator Data	2022 LEA Risk Score	LEA Data	Target Met?	Points Away From Target	Comments
<b>Indicator 6A: Preschool Students Receiving Special Education in Regular Programs</b> State Target: $\geq 46.86\%$ Data Year: 2021-2022 Data Source: UTREx Dec 1 Child Count	NA	NA	NA	NA	Your LEA did not enroll preschool students ages 3–5 with IEPs in 2021–2022.
<b>Indicator 6B: Preschool Students Receiving Special Education in Special Class or School</b> State Target: $\leq 32.67\%$ Data Year: 2021-2022 Data Source: UTREx Dec 1 Child Count	NA	NA	NA	NA	Your LEA did not enroll preschool students ages 3–5 with IEPs in 2021–2022.
<b>Indicator 6C: Preschool Students Receiving Special Education in Home</b> State Target: $\leq 0.31\%$ Data Year: 2021-2022 Data Source: UTREx Dec 1 Child Count	NA	NA	NA	NA	Your LEA did not enroll preschool students ages 3–5 with IEPs in 2021–2022.
<b>Indicator 6 Overall</b>	NA	NA	NA	NA	This is the average of risk scores for this indicator and is used in the Monitoring Tier calculation. The USBE recommends a review of LEA continuum of placement policies and practices.

Indicator Data	2022 LEA Risk Score	LEA Data	Target Met?	Points Away From Target	Comments
<b>Indicator 7A: Positive Social Relationships Summary Statement 1</b> State Target: $\geq 88.86\%$ Data Year: 2021-2022 Data Source: UPOD	NA	NA	NA	NA	Your LEA did not enroll preschool students ages 3–5 with IEPs in 2021–2022.
<b>Indicator 7A: Positive Social Relationships Summary Statement 2</b> State Target: $\geq 55.80\%$ Data Year: 2021-2022 Data Source: UPOD	NA	NA	NA	NA	Your LEA did not enroll preschool students ages 3–5 with IEPs in 2021–2022.
<b>Indicator 7B: Knowledge &amp; Skills Summary Statement 1</b> State Target: $\geq 88.41\%$ Data Year: 2021-2022 Data Source: UPOD	NA	NA	NA	NA	Your LEA did not enroll preschool students ages 3–5 with IEPs in 2021–2022.
<b>Indicator 7B: Knowledge &amp; Skills Summary Statement 2</b> State Target: $\geq 48.48\%$ Data Year: 2021-2022 Data Source: UPOD	NA	NA	NA	NA	Your LEA did not enroll preschool students ages 3–5 with IEPs in 2021–2022.
<b>Indicator 7C: Ability to Meet Needs Summary Statement 1</b> State Target: $\geq 89.86\%$ Data Year: 2021-2022 Data Source: UPOD	NA	NA	NA	NA	Your LEA did not enroll preschool students ages 3–5 with IEPs in 2021–2022.
<b>Indicator 7C: Ability to Meet Needs Summary Statement 2</b> State Target: $\geq 66.44\%$ Data Year: 2021-2022 Data Source: UPOD	NA	NA	NA	NA	Your LEA did not enroll preschool students ages 3–5 with IEPs in 2021–2022.
<b>Indicator 7 Overall</b>	NA	NA	NA	NA	This is the average of risk scores for this indicator and is used in the Monitoring Tier calculation. The USBE recommends a review of typical early childhood development and developmental skill levels.



Indicator Data	2022 LEA Risk Score	LEA Data	Target Met?	Points Away From Target	Comments
<b>Indicator 8: Parent Involvement</b> State Target: $\geq 78.38\%$ Data Year: 2021-2022 Data Source: Parent Survey	1	85.71%	YES	0.00	Your LEA meets or exceeds the target.
<b>Indicator 9: Disproportionate Representation</b> State Target: 0.00% State Threshold: 3.00 Data Year: 2021-2022 Data Source: UTREx Dec 1 Count	1	5.16	YES	0.00	This risk ratio is for students with IEPs who are White. Based on your self-assessment, the disproportionate representation is determined not to be the result of inappropriate identification.
<b>Indicator 10: Disproportionate Representation by Disability Category</b> State Target: 0.00% State Threshold: 3.00 Data Year: 2021-2022 Data Source: UTREx Dec 1 Count	1	4.49	YES	0.00	This is your LEA's risk ratio for students with IEPs who are White and identified as speech/language impairment. Based on your self-assessment, the disproportionate representation by disability category is determined not to be the result of inappropriate identification.
<b>Indicator 11: Child Find/Initial Evaluation Timelines</b> State Target: 100.00% Data Year: 2021-2022 Data Source: UPIPS Monitoring	NA	NA	NA	NA	Your LEA was not selected for an Indicator 11 monitoring visit in 2021–2022.
<b>Indicator 12: C to B Transition</b> State Target: 100.00% Data Year: 2021-2022 Data Source: TEDI	NA	NA	NA	NA	Your LEA did not have any preschool transitions in the 2021–2022 school year.
<b>Indicator 13: Secondary Transition</b> State Target: 100.00% Data Year: 2021-2022 Data Source: UPIPS Monitoring	NA	NA	NA	NA	Your LEA was not selected for an Indicator 13 monitoring visit in 2021–2022.

Indicator Data	2022 LEA Risk Score	LEA Data	Target Met?	Points Away From Target	Comments
<b>Indicator 14A: Enrolled in Higher Education</b> State Target: $\geq 17.62\%$ Data Year: 2021-2022 Data Source: Utah Post High Survey	NA	NA	NA	NA	Your LEA did not participate in the Post School Outcomes Survey in 2021–2022.
<b>Indicator 14B: Enrolled in Higher Ed or Competitively Employed</b> State Target: $\geq 65.50\%$ Data Year: 2021-2022 Data Source: Utah Post High Survey	NA	NA	NA	NA	Your LEA did not participate in the Post School Outcomes Survey in 2021–2022.
<b>Indicator 14C: Enrolled in Higher Ed or Competitively Emp. or Other</b> State Target: $\geq 82.37\%$ Data Year: 2021-2022 Data Source: Utah Post High Survey	NA	NA	NA	NA	Your LEA did not participate in the Post School Outcomes Survey in 2021–2022.
<b>Indicator 14 Overall</b>	NA	NA	NA	NA	This is the average of risk scores for this indicator and is used in the Monitoring Tier calculation. The USBE recommends the LEA continue to educate students and parents on the purpose and benefits of the survey.

Data Source	2022 LEA Risk Score	Comments
<b>Program Improvement Plan (PIP)</b>	2	The LEA submitted a Program Improvement Plan in 2022 which addresses only areas of LEA selected focus or areas of USBE identified need.
<b>Internal Monitoring</b>	1	Your LEA finalized a representative sample of IEP records in 2021–2022.
<b>Fiscal</b>	2	Your LEA received a medium-low risk score, 5–9, based on the Fiscal Risk Rubric.
<b>Reporting Deadlines</b>	1	All USBE required reports were submitted on or before the deadlines.

The following history data are for information purposes only and are not included in the RDA Monitoring Tier calculation.

<b>Year</b>	<b>Final Overall Risk Score</b>	<b>Final USBE Results Driven Accountability Tier</b>	<b>Prevalence of Students with Disabilities Within the LEA</b>	<b>Indicator 14 Response Rate</b>
2021	2	Guiding	13.33	NA
2020	1	Supporting	12.20	NA
2019	1	Supporting	12.70	NA
2018	4	Coaching	12.40	NA
2017	1	Supporting	11.70	NA

# Coversheet

## FY24 Calendar

**Section:** III. Administrative Report  
**Item:** B. FY24 Calendar  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** FY24 OPA School Calendar.pdf



# OGDEN PREPARATORY ACADEMY

**2023-2024**

## School Year Calendar

**OPA Phone: 801.627.2066**

**Early Childhood Center (preK-K)**  
1487 Lincoln Avenue  
Ogden UT 84404

**Elementary School (1-6)**  
1415 Lincoln Avenue  
Ogden UT 84404  
801.394.2267 (fax)

**Junior High (7-9)**  
1435 Lincoln Avenue  
Ogden UT 84404  
801.395.2267 (fax)

July 23						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

**OPA Mission**  
To provide a challenging curriculum where **academic excellence, character development, and individual growth** are nurtured in a safe and happy environment that involves the active participation of students, teachers, parents, and community members.

August 23						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

- Minimum Day
- Minimum Day/\$1 Free Dress
- Leader in Me Spirit Day

- Term Dates**
- August 17 Back to School Night, Grades 1-9
  - August 15-18 First week of school 1st-9th grades/ Minimum Days
  - August 15-18 Pre-K & Kindergarten Testing
  - August 15 School Starts/Term 1 Begins
  - Aug 21-25 Pre K & Kindergarten First Week/Min. Days
  - October 26 Term 2 Begins (Term 1 reports sent 10/27)
  - January 16 Term 3 Begins (Term 2 reports sent 01/19)
  - March 18 Term 4 Begins (Term 3 reports sent 03/23)
  - May 24 Last Day of School

September 23						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

October 23						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

November 23						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

December 23						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

- No School**
- September 4 Labor Day
- October 19-20 Fall Break
- November 20-24 Thanksgiving Break
- Dec 18 - Jan 1 Winter Break
- January 15 MLK Day
- February 19 Presidents' Day
- April 1-5 Spring Break

January 24						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February 24						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

March 24						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April 24						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

- Virtual Learning Days (no in-person learning)**
- October 18 February 7 May 8

May 24						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

June 24						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

**School Hours**  
School Begins: 8:05 am  
School Ends:  
Regular Day: 3:00 pm  
Minimum Day: 12:45 pm

**OPA Website:**  
[www.ogdenprep.org](http://www.ogdenprep.org)

Scan for Principal



- Teacher Professional Development**
- August 7-10 P.D. (student holiday)
- October 25 January 2

- Family-Teacher Conferences**
- Thursday: 1 pm - 7 pm; Friday 8 am - 12 pm**
- October 5-6 Family-Teacher Conferences
- February 15-16 Family-Teacher Conferences
- April 25 Family-Teacher Conferences: **4 pm to 6 pm**

Wednesdays of each week are minimum days for students with Professional Development sessions for teachers, unless otherwise noted.

# Coversheet

## Policy Updates

**Section:** V. Policy Updates  
**Item:** A. Policy Updates  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** 6.03.POL\_Tuition\_Reimbursement\_Policy\_-\_Google\_Docs.pdf  
6.16.POL\_Employee\_Immigration\_Policy\_-\_Google\_Docs.pdf



# OGDEN PREPARATORY ACADEMY

## Official Policy

### 6. Human Resources

#### 6.03.POL Tuition Reimbursement Policy

Effective/Revision Date: 02/22/2018

Page 1 of 3

### PURPOSE

Ogden Preparatory Academy (the School) believes that the School and its students benefit when employees develop and improve their knowledge and skills. Obtaining additional education can increase teaching abilities and professional competence. The School therefore desires to identify the conditions upon which the School is willing to reimburse School employees for tuition paid in order to obtain education that will improve their ability to serve the School and its students.

### POLICY

The School may agree to reimburse tuition for School employees if the following conditions are satisfied:

1. The School has employed the employee for at least one (1) year, unless otherwise negotiated at the time of hire.
2. The employee is not currently on a plan of improvement.
3. The tuition is for courses that are either:
  - a. Job related, meaning the course will:
    - i. Result in increased knowledge and skill, is aimed primarily at improving the employee's performance in his/her present job or
    - ii. Will enable the employee to remain current with changes or developments in their field, or
    - iii. An elective that is part of a degree program that is job related.
4. The courses are taken at
  - a. Fully accredited Utah colleges or universities, either public or private.
  - b. A school providing training or instruction that is approved by the Utah State Board of Education.
5. Courses may be for credit or not.
6. Except in unusual circumstances and as approved by the Business Director and Principal, courses must be taken outside of regularly scheduled work hours.
7. Tuition reimbursement will only be provided when the employee obtains approval from the Business Director and Principal and enters into a written agreement prior to enrolling in the course.
8. The employee must agree to work at the School for a minimum of three (3) years following reimbursement of tuition. In the event of the employee's employment with the



School is terminated, voluntarily or involuntarily, for any reason, before the completion of three (3) years, the prorated portion of the reimbursed tuition must be repaid to the School based on the number of years worked for the School since the most recent reimbursement. In the event any amount is referred to a third party debt collection agency, the employee shall be responsible for a collection fee of up to 33.33% of the principal amount owed as allowed by Utah Code. The employee shall be responsible for any additional amounts allowed by law (such as interest, court costs, reasonable attorney’s fees, etc.) incurred by the School in relation to the collection.

- 9. ~~Tuition reimbursement may be paid when the employee:¶~~
  - a. ~~Provides evidence of completion of the course with a passing mark of B or better.¶~~
- 10. ~~Provides an itemized receipt of the payment of tuition.~~
- 11. The School shall reimburse employees who pass any applicable Praxis exam. Praxis exam reimbursements do not require Tuition Reimbursement Agreements.

**PROCEDURE¶**

- 1. Employees interested in tuition reimbursement shall fill out the PD request form.
- 2. The Administrative Team will review tuition reimbursement requests and approve or deny each request.
  - a. Employee initiated tuition requests may be reimbursed up to \$2,500 per semester.
- 3. If approved, the employee shall enter into an agreement that details the expectations related to the reimbursement. The agreement will fulfill all the requirements detailed in the policy sections above, and may include specific, additional expectations unique to the circumstance.
- 4. The agreement may be revoked if any of the following occur:
  - a. Employment with Ogden Preparatory Academy is terminated, voluntarily or otherwise..
  - b. The employee is placed on a plan of improvement due to ineffective or unsatisfactory performance.
- 5. Tuition reimbursement may be paid when the employee:
  - a. Provides evidence of completion of the course with a passing mark of B or better.
  - b. Provides an itemized receipt of the payment of tuition.

**Document History**

Approved: 11/13/2013

Revised: 02/22/2018

*Clarification between tuition and praxis requirements. Clarification to approval requirements. Collection language was added.*

**Legal References**

<b>6.03.POL Tuition Reimbursement Policy</b>	
Effective/Revision Date: 02/22/2018	Page 2 of 3

**6.03.POL Tuition Reimbursement Policy**

Effective/Revision Date: 02/22/2018

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# OGDEN PREPARATORY ACADEMY

## Official Policy

### 6. Human Resources

#### 6.16.POL Employee Immigration Policy

Effective/Revision Date: 02/23/2017

Page 1 of 2

Ogden Preparatory Academy (the "School") sees value in recruiting and retaining teachers from foreign countries who are able to contribute unique skills and experience to the School's educational mission. The School recognizes that recruiting and retaining such individuals often requires the School to participate in the process of obtaining immigration and authorization. The School therefore adopts this policy to clarify the procedures that will be followed in connection with the immigration process for School employees.

### POLICY

The School will only hire employees who are legally authorized to work in the United States. The School ~~Administration's Principal~~ will make the decision of whether to hire or retain the employment of any individual who must obtain, renew, or extend immigration authorization in order to work or continue to work in the United States.

In the event the ~~Administration Principal~~ desires to hire or retain such an individual, the ~~Administration Principal~~ will work with the individual and immigration counsel to ensure that the ~~Administration Principal~~ and the employee understand the available immigration options and the applicable processes. Based on that understanding, the ~~Administration Principal~~ and the employee will jointly make any necessary decision regarding how to proceed. The decision regarding how to proceed will be made in light of the associated costs, including filing fees, legal fees, and other fees.

When proceeding with any immigration process for an employee or prospective employee, the associated costs will be paid ~~according to Federal Law as follows:~~

- ~~Costs associated with an H-1B visa will be paid by the School. ¶¶~~
- ~~Costs associated with Step 1 of the employment-based green card process ("PERM") will be paid by the School. ¶¶~~
- ~~Costs associated with Step 2 of the PERM process will be paid 1/2 by the employee and 1/2 by the School. ¶¶~~
- ~~Costs associated with Step 3 of the PERM process will be paid by the employee. ¶¶~~
- ~~The payment of other costs, including costs associated with other types of visas, will be determined on a case-by-case basis as agreed upon by the Principal and the employee.~~

Document History

Approved: unknown

Revised: 2/23/2017 *Ratified due to unknown approval date.*

Legal References

<b>6.16.POL Employee Immigration Policy</b>	
Effective/Revision Date: 2/23/2017	Page 2 of 2