



Ogden Preparatory Academy

OPA Board of Directors Meeting

Published on April 10, 2024 at 10:29 AM MDT

Date and Time

Thursday April 11, 2024 at 4:30 PM MDT

Location

1487 Lincoln Avenue
Ogden UT 84404

Board Room (upstairs)

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

Agenda

	Purpose	Presenter	Time
I. Opening Items			4:30 PM
A. Record Attendance			1 m
B. Call the Meeting to Order			
C. Approve Minutes	Approve Minutes	Sara Mejeur	1 m
	Approve minutes for OPA Board of Directors Meeting on March 14, 2024		
D. Opportunity for Public Input	Discuss	Sara Mejeur	5 m

	Purpose	Presenter	Time
II. Executive Session			4:37 PM
A. Vote to enter closed session ...to protect the privacy of an individual.	Vote	Sara Mejeur	15 m
B. Vote to exit closed session	Vote	Sara Mejeur	5 m
C. Student Discipline Decision	Vote	Sara Mejeur	5 m
D. Director Evaluation Ratification and/or amendments of evaluation as presented. Salary approval. Bonus structure approval.	Vote	Sara Mejeur	5 m
III. Finance			5:07 PM
A. Financial Review	Discuss	Spencer Adams	5 m
B. Ratification of Additional Expenses	Vote	Debbie Deem	5 m
<ol style="list-style-type: none"> 1. ECC Turf expansion <ol style="list-style-type: none"> 1. The original design had an odd cut out for the track. We adjusted to make the track complete and keep things in line. In order to avoid additional costs, we approved the installation at the same time as the remainder of the turf. See attachments for details. 2. Additional cost: \$5,785 2. As part of the approved landscaping maintenance plan the following items were purchased or approved within the proposed budget: <ol style="list-style-type: none"> 1. Shed installation. <ol style="list-style-type: none"> 1. This will be constructed over the existing brick structure by the Elementary playground. We researched existing sheds, but the cost and preparation were excessive. This plan will also eliminate the area being used for garbage. 2. Installation not to exceed \$10,000. 2. Commercial Lawn Mower, Trimmers, Blowers. <ol style="list-style-type: none"> 1. We researched several brands and options, and determined that Stihl would fit our needs and budget best. We have had good experience with Stihl. <ol style="list-style-type: none"> 1. Stihl Mower: \$13,390 2. Stihl Trimmers, Blowers, other small equipment: \$4,470.18 			

	Purpose	Presenter	Time
	2. We were offered a used Husqvarna mower for \$11,000; however, it was previously used by a landscaping company, and the wear and tear was concerning.		
	3. New Husqvarna mower: \$14,799.99		
	4. New Toro mower: from \$12,999 to \$20,000		
3. Junior High Projector and Screen			
	1. The specifications for the ECC gymnasium were used to determine the size of the equipment. The screen is too small. Upgrading to a size that is appropriate for the JH gym will be an added expense.		
	1. \$1,890.15 Screen; \$2,280 Labor. We are negotiating on the labor.		
	2. The projector specifications are appropriate.		
	3. We reviewed the original quotes from the comparables and determined that Webb, with the new pricing, would still have been the vendor of choice.		

C. Elementary ELA Curriculum	Vote	Stephanie Wright	5 m

D. Salary Schedules	Vote	Debbie Deem	5 m
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It is proposed:

- Kitchen Salary Schedule start change from \$15/hour to \$16/hour;
- All remaining schedules remain unchanged.

IV. Administrative Business **5:27 PM**

A. Administrative Board Report	Discuss	Administration	10 m
B. Elementary Core Program Presentation	Vote	Kasey Kennington	10 m
C. FY25 Days and Hours	Vote	Debbie Deem	5 m
D. Workers Compensation Coverage	Vote	Debbie Deem	5 m

Emod: 9.2 (anything under 1 is good; however, changes effect premiums.

	Purpose	Presenter	Time
Previous premium: \$15,421 (12 month; \$1,285.33/month)			
New Premium: \$19,266 (15 month, due to changing to 7/1 renewal; \$1,284.40/month)			
We requested bids from other service providers, but didn't receive responses. The Trust has been a supportive broker and has been responsive to our needs			

V. Policy Updates 5:57 PM

A. Policy Updates	Vote	Debbie Deem	5 m
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- 1. Ethics Policy
 - 1. Not a new policy; however, due to amount of changes needed, a new draft was created.
 - 2. Revisions were taken from the USBE policy and R277-217-1
- 2. Substitute Teachers Policy
- 3. Administration of Medication Policy

VI. Other Business 6:02 PM

A. Discussion	Discuss	Debbie Deem	5 m
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- 1. Emergency Board Meetings.
 - 1. The OPA Bylaws state that emergency meetings require 48 hours notice. There is no mention of why or when emergency meetings would be allowed.
 - 2. Do you want a policy governing emergency meetings that clarifies the reasons why and/or if less than 48 hours can be given in specific instances?
- 2. Policy Audit by Attorney
 - 1. \$200/hour, approximately \$50/policy

VII. Closing Items 6:07 PM

A. Adjourn Meeting	Vote		
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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 14, 2024

APPROVED



OGDEN PREPARATORY
ACADEMY

Ogden Preparatory Academy

Minutes

OPA Board of Directors Meeting

Date and Time

Thursday March 14, 2024 at 4:30 PM

Location

1487 Lincoln Avenue
Ogden UT 84404

Board Room (upstairs)

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

Directors Present

B. Gerena, B. Lucas, S. Zwygart

Directors Absent

J. Howell, S. Mejeur

Ex Officio Members Present

D. Deem

Non Voting Members Present

D. Deem

Guests Present

E. Callison, S. Adams

I. Opening Items

A. Call the Meeting to Order

S. Zwygart called a meeting of the board of directors of Ogden Preparatory Academy to order on Thursday Mar 14, 2024 at 4:32 PM.

B. Record Attendance

C. Approve Minutes

B. Lucas made a motion to approve the minutes from OPA Board of Directors Meeting on 02-08-24.

B. Gerena seconded the motion.

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

D. Opportunity for Public Input

No one was present for input.

II. Finance

A. Financial Review

Spencer Reviewed the financial documents.

Adjustments have been made.

ESSER III is going away.

B. Cameras in the Classrooms

B. Lucas made a motion to approve the 801 Tech bid for \$59,811.00.

B. Gerena seconded the motion.

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

III. Administrative Business

A. Administrative Board Report

B. FY25 Calendar

B. Lucas made a motion to approve the FY25 Calendar.

B. Gerena seconded the motion.

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

C.

Landscaping and Snow Removal

B. Lucas made a motion to approve OPA landscaping plan.

B. Gerena seconded the motion.

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

IV. Policy Updates

A. Policy Updates

B. Lucas made a motion to approve the fee schedule, the parent and family engagement policy, building use policy and changes the the internet safety policy.

B. Gerena seconded the motion.

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

V. 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 5:40 PM.

Respectfully Submitted,

S. Zwygart

B. Lucas made a motion to adjourn.

B. Gerena seconded the motion.

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

Coversheet

Financial Review

Section: III. Finance
Item: A. Financial Review
Purpose: Discuss
Submitted by:
Related Material: March 2024 Budget Summary.pdf
March 2024 Budget Detail.pdf

Financial Summary as of March 31, 2024



75.0% through the Year

BUDGET REPORT

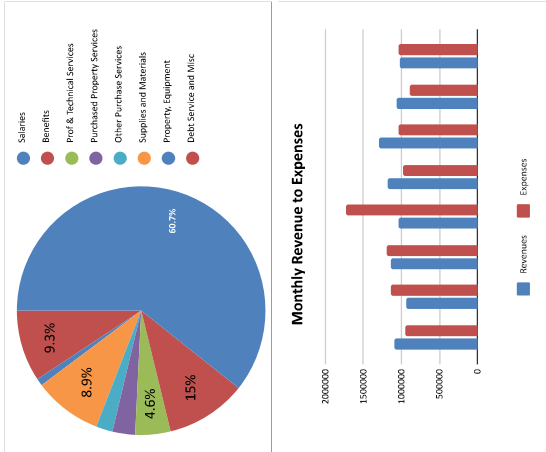
	Year-to Date Actuals	Approved Budget	Forecast	% of Forecast
Revenue				
Enrollment	1015	1020	1015	
1000 Local	\$ 805,077	\$ 1,113,000	\$ 971,076	83%
3000 State	\$ 8,157,083	\$ 10,643,721	\$ 11,122,616	73%
4000 Federal	\$ 421,507	\$ 1,441,211	\$ 1,542,519	27%
Total Revenue	\$ 9,383,667	\$ 13,197,932	\$ 13,656,211	69%
Expenses				
100 Salaries	\$ 5,696,779	\$ 7,799,099	\$ 7,957,816	72%
200 Benefits	\$ 1,004,898	\$ 1,339,031	\$ 1,376,403	73%
300 Prof & Technical Services	\$ 414,012	\$ 574,464	\$ 599,924	69%
400 Purchased Property Services	\$ 289,155	\$ 343,080	\$ 386,651	75%
500 Other Purchase Services	\$ 193,847	\$ 240,842	\$ 280,842	69%
600 Supplies and Materials	\$ 894,078	\$ 921,000	\$ 1,170,793	76%
700 Property, Equipment	\$ 557,975	\$ 130,517	\$ 121,804	458%
800 Debt Service and Misc	\$ 1,004,145	\$ 1,218,098	\$ 1,218,198	82%
Total Expenses	\$ 10,054,889	\$ 12,566,131	\$ 13,112,431	77%
Net Income from Operations	\$ (671,222)	\$ 631,801	\$ 523,780	

-7.2%

4.8%

3.8%

EXPENSES

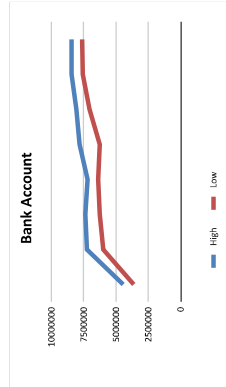


RATIOS

	Actual	Goal	Covenants
Operating Margin	3.84%	3.55%	
MADS (Modified Acc)	1.43	1.41	1.10
Days Cash on Hand	235	100	30
Unrestricted DCOH	232	100	30
Building Payment %	9%	20%	

CASH

Ending Cash Balance	\$ 8,436,802
Ending Unrestricted Cash Balance	\$ 8,330,162
Days Cash on Hand	235



RESERVES

	Actual Ytd	Forecast
Last Year Reserve Balance	\$ 2,398,744	\$ 2,398,744
Reserves Added this Year	\$ (671,222)	\$ -
Early Childhood Center	\$ 410,465	\$ 410,465
Expenses from Reserves	\$ 1,210,058	\$ 1,210,058
Early Childhood Center	\$ -	\$ -
Bond Issuance & Related C	\$ -	\$ -
New Reserve Balance	\$ 3,348,045	\$ 4,019,267

ENROLLMENT

Daycare	A	S	O	N	D	J	F	M	A	M
Pre-K	12	19	21	21	21	21	21	21	21	0
K	91	96	98	99	96	97	99	97	95	0
1	108	101	101	101	100	100	101	101	99	0
2	97	92	95	96	96	94	96	95	94	0
3	105	98	98	97	99	98	98	98	95	0
4	108	104	106	106	104	104	102	101	102	0
5	114	107	111	109	110	109	108	105	106	0
6	98	92	93	93	91	91	90	90	90	0
7	116	111	108	110	111	109	108	107	105	0
8	116	106	106	106	105	104	103	102	102	0
9	103	96	99	98	99	98	93	93	92	0
Total	1056	1003	1015	1015	1011	1004	998	989	980	0

1200

1000

800

600

400



Created by Real Apple



Actuals as of: **March 31, 2024** Percentage of Year: **75.0%**

Budget Detail Report	(1,040 Students)	(1,020 Students)	1020	(15 Students)	1015	FY24 Capitalization Forecast	% of Forecast	Debbie's Changes
	FY23 Actuals	FY24 Actuals	FY24 Budget	Changes	FY24 Forecast			
Revenue								
1000 Local								
1510 Interest on Investments	\$ 297,551	\$ 332,010	\$ 250,000	\$ 150,000	\$ 400,000		83.0%	
1600 Lunch Program (Students & Adults)	\$ 81,717	\$ 56,879	\$ 60,000	\$ -	\$ 60,000		94.8%	
1710 Student Sales	\$ 20,173	\$ 23,777	\$ 13,000	\$ 10,777	\$ 23,777		100.0%	
1710 Art Expo	\$ -	\$ -	\$ 2,000	\$ -	\$ 2,000		0.0%	
1740 Student Fees	\$ 12,191	\$ 3,124	\$ -	\$ 3,124	\$ 3,124		100.0%	
1745 Trips (Co-Curricular Fees)	\$ 64,382	\$ 39,303	\$ 80,000	\$ -	\$ 80,000		49.1%	
1760 Fines	\$ -	\$ 1,562	\$ 3,000	\$ (1,438)	\$ 1,562		100.0%	
1770 Fundraisers	\$ -	\$ 7,692	\$ -	\$ 7,692	\$ 7,692		100.0%	
1810 Preschool Revenue	\$ -	\$ 133,036	\$ 420,000	\$ (277,062)	\$ 142,938		93.1%	
1820 Afterschool Revenue (Daycare)	\$ -	\$ 45,701	\$ 200,000	\$ (128,000)	\$ 72,000		63.5%	
1910 Rental of Facility	\$ 10,760	\$ 11,071	\$ 10,000	\$ 1,071	\$ 11,071		100.0%	
1920 Contributions & Donations	\$ 47,486	\$ 6,318	\$ 40,000	\$ (17,692)	\$ 22,308		28.3%	
1920 Employer Childcare Startup Grant	\$ -	\$ 72,649	\$ -	\$ 72,649	\$ 72,649		100.0%	
1990 Medicaid	\$ 13,334	\$ 32,561	\$ 25,000	\$ 7,561	\$ 32,561		100.0%	
1990 Miscellaneous	\$ 13,275	\$ 39,394	\$ 10,000	\$ 29,394	\$ 39,394		100.0%	
Total 1000:	\$ 560,869	\$ 805,077	\$ 1,113,000	\$ (141,924)	\$ 971,076		82.9%	
3000 State								
0.3005 Regular School Prgm K	\$ 207,641	\$ 282,466	\$ 380,492	\$ (4,059)	\$ 376,433		75.0%	
0.3010 Regular School Prgm 1-12	\$ 3,237,015	\$ 2,780,046	\$ 3,780,110	\$ (73,242)	\$ 3,706,868		75.0%	
0.3020 Professional Staff	\$ 271,735	\$ 221,067	\$ 295,392	\$ (763)	\$ 294,629		75.0%	
31.1205 Special Education -- Add-On	\$ 571,134	\$ 552,632	\$ 620,936	\$ 115,906	\$ 736,842		75.0%	
31.1210 Special Education -- Self-Contained	\$ 42,526	\$ 23,219	\$ 46,392	\$ (15,433)	\$ 30,959		75.0%	
31.1220 Special Education -- Extended Year	\$ 4,130	\$ 3,597	\$ 4,505	\$ 291	\$ 4,796		75.0%	
31.1225 Special Education - Impact Aid	\$ 10,360	\$ 9,539	\$ 11,302	\$ 1,416	\$ 12,718		75.0%	
31.1278 Special Education - Extended Year Stipend	\$ 5,558	\$ 4,370	\$ -	\$ 4,370	\$ 4,370		100.0%	
31.5201 Class Size Reduction K-8	\$ 315,730	\$ 271,864	\$ 344,504	\$ 17,982	\$ 362,486		75.0%	
31.5344 Enhancement for At-risk students	\$ 233,591	\$ 278,307	\$ 254,737	\$ 116,339	\$ 371,076		75.0%	
31.5901 CTE College & Career Awareness	\$ 5,616	\$ 4,910	\$ 5,914	\$ 328	\$ 6,242		78.7%	
32.0500 Charter School Base Amount	\$ 88,610	\$ 87,587	\$ 117,300	\$ (575)	\$ 116,725		75.0%	
32.5310 Flexible Allocation	\$ -	\$ 1,951	\$ -	\$ 2,600	\$ 2,600		75.0%	
32.5619 Charter School Local Replacement	\$ 2,766,655	\$ 2,379,492	\$ 3,135,480	\$ 35,493	\$ 3,170,973		75.0%	
32.5651 Educator Professional Time (HB 396)	\$ 110,416	\$ 127,508	\$ 77,000	\$ 11,336	\$ 88,336		144.3%	
32.5653 Public Ed Capital & Tech	\$ 130,769	\$ -	\$ -	\$ -	\$ -		0.0%	
34.5665 Grow Your Own Teacher	\$ 31,221	\$ -	\$ 15,000	\$ -	\$ 15,000		0.0%	
33.5331 Gifted and Talented	\$ 8,101	\$ 7,083	\$ 7,121	\$ -	\$ 7,121		99.5%	
33.5641 Early Intervention	\$ 110,000	\$ -	\$ -	\$ -	\$ -		0.0%	
33.5805 Early Literacy (K-3)	\$ 48,630	\$ 49,463	\$ 50,541	\$ 14,185	\$ 64,726		76.4%	
34.5662 Outdoor Recreation Grant	\$ -	\$ -	\$ -	\$ -	\$ -		0.0%	
34.5807 TSSP (Teacher Salary Supplement Prgm)	\$ 8,034	\$ 5,655	\$ -	\$ 5,655	\$ 5,655		100.0%	
34.5868 Teacher Materials and Supplies	\$ 9,677	\$ 10,942	\$ 9,677	\$ 1,265	\$ 10,942		100.0%	
34.5876 Educator Salary Adjustment	\$ 296,853	\$ 582,135	\$ 630,000	\$ 146,181	\$ 776,181		75.0%	
33.5911 EL Software Grant	\$ -	\$ -	\$ 25,328	\$ -	\$ 25,328		0.0%	
35.5420 School Land Trust	\$ 140,030	\$ 148,013	\$ 147,344	\$ 669	\$ 148,013		100.0%	
35.5655 Digital Teaching & Learning	\$ 62,033	\$ -	\$ 62,033	\$ (2,067)	\$ 59,966		0.0%	
35.5666 Professional Learning	\$ 6,624	\$ 5,394	\$ 7,126	\$ 66	\$ 7,192		75.0%	
35.5678 TSSA	\$ 211,153	\$ 198,307	\$ 264,409	\$ -	\$ 264,409		75.0%	
35.5679 Student Health & Counseling	\$ 12,159	\$ -	\$ 55,697	\$ 4,659	\$ 60,356		0.0%	
Mental Health Add-On Grant (Carry-Fwd)	\$ 13,396	\$ -	\$ 73,780	\$ 12,517	\$ 86,297		0.0%	Award Rc'd 1
35.5810 Library Books & Electronic Res	\$ 986	\$ -	\$ 1,076	\$ (1,076)	\$ -		0.0%	
38.5644 STEM Endorsement Center	\$ 943	\$ -	\$ -	\$ -	\$ -		0.0%	
38.5654 Period Products in Schools	\$ 1,296	\$ -	\$ -	\$ -	\$ -		0.0%	
38.5673 Substance Abuse	\$ 4,000	\$ 4,000	\$ 4,000	\$ -	\$ 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	\$ -	\$ -	\$ -	\$ -		0.0%	
Professional Educator Licensure Grant	\$ -	\$ -	\$ -	\$ 10,870	\$ 10,870		0.0%	
38.5914 School Safety Specialist Stipend Grant	\$ -	\$ -	\$ -	\$ 3,000	\$ 3,000		0.0%	
School Safety and Support Grant	\$ -	\$ -	\$ -	\$ -	\$ 144,446		0.0%	
38.8070 Liquor Tax (Lunch Program)	\$ 94,926	\$ 116,536	\$ 90,000	\$ 26,536	\$ 116,536		100.0%	
Stronger Connections (PD)	\$ -	\$ -	\$ 100,000	\$ (100,000)	\$ -		0.0%	
Early Interactive Software Program (EISP)	\$ -	\$ -	\$ 25,525	\$ -	\$ 25,525		0.0%	
Total 3000:	\$ 9,068,312	\$ 8,157,083	\$ 10,643,721	\$ 334,449	\$ 11,122,616		73.3%	
4000 Federal								
42.7225 ESSER III ARP	\$ -	\$ -	\$ 494,767	\$ -	\$ 494,767		0.0%	
45-4522 IDEA Preschool	\$ -	\$ -	\$ 3,487	\$ 17	\$ 3,504		0.0%	
45-4524 IDEA	\$ -	\$ -	\$ 158,618	\$ 22,139	\$ 180,757		0.0%	
45.4524 PIP	\$ -	\$ -	\$ -	\$ 27,000	\$ 27,000		0.0%	
45-8075a NSLP - Free & Reduced	\$ 306,992	\$ 250,650	\$ 300,000	\$ -	\$ 300,000		83.6%	
45-8075b National School Lunch Program	\$ 103,700	\$ 43,964	\$ 75,000	\$ -	\$ 75,000		58.6%	
45-8075c NSLP - Breakfast	\$ 52,046	\$ 47,646	\$ 75,000	\$ -	\$ 75,000		63.5%	
45-8075d Supply Chain Assistance	\$ -	\$ 23,631	\$ -	\$ -	\$ -		0.0%	
45-8075e Kitchen Equipment Grant	\$ -	\$ 2,161	\$ 30,517	\$ -	\$ 30,517		7.1%	
45-8077 Child & Adult Day Care	\$ -	\$ 1,525	\$ -	\$ 1,525	\$ 1,525		100.0%	
45-8079a After School Program	\$ 11,990	\$ 11,703	\$ 5,284	\$ 5,776	\$ 11,060		105.8%	
45-807 Fresh Fruits and Vegetables	\$ -	\$ 39,574	\$ -	\$ 33,486	\$ 33,486		118.2%	
45-808 Pandemic EBT	\$ -	\$ 653	\$ -	\$ 653	\$ 653		100.0%	
48.7801 Title I - Remedial Services	\$ -	\$ -	\$ 225,247	\$ -	\$ 225,247		0.0%	
48.7860 Title II - MAPP	\$ -	\$ -	\$ 9,050	\$ -	\$ 9,050		0.0%	
48.7860 Title II	\$ -	\$ -	\$ 30,958	\$ -	\$ 30,958		0.0%	
48.7880 Title III A - English Lang Acq	\$ 26,262	\$ -	\$ 24,311	\$ 727	\$ 25,038		0.0%	
48.7905 Title IV Supporting Effective Instruction	\$ 8,972	\$ -	\$ 8,972	\$ 9,985	\$ 18,957		0.0%	
Total 4000:	\$ 509,962	\$ 421,507	\$ 1,441,211	\$ 101,308	\$ 1,542,519		27.3%	
Total Revenue:	\$ 10,139,143	\$ 9,383,667	\$ 13,197,932	\$ 293,833	\$ 13,636,211		68.8%	



Actuals as of: **March 31, 2024** Percentage of Year: **75.0%**

Budget Detail Report	(1,040 Students)	(1,020 Students)	1020	(5 Students)	1015	FY24 Capitalization Forecast	% of Forecast	Debbie's Changes
	FY23 Actuals	FY24 Actuals	FY24 Budget	Changes	FY24 Forecast			
Expenses								
100 Salaries								
121 Principals and Assistants	\$ 693,256	\$ 545,260	\$ 779,951	\$ (31,247)	\$ 748,704		72.8%	
131a Teachers	\$ 3,333,530	\$ 2,713,228	\$ 3,540,599	\$ 62,844	\$ 3,603,443		75.3%	
131f <u>Stipends (Sports, other)</u>	\$ 124,114	\$ 3,034	\$ 30,000	\$ -	\$ 30,000		10.1%	
131g End of Year Bonus / Returning Bonus	\$ 43,066	\$ 28,375	\$ 44,000	\$ -	\$ 44,000		64.5%	
131h Christmas Bonus	\$ 61,082	\$ 71,758	\$ 60,000	\$ 11,758	\$ 71,758		100.0%	
131j <u>Stipends (Greensheets)</u>	\$ -	\$ 4,523	\$ 5,000	\$ -	\$ 5,000		90.5%	
131k <u>Stipends (flow through: ESY, TSSP, School Saf</u>	\$ -	\$ 6,746	\$ -	\$ 10,166	\$ 10,166		66.4%	
131l <u>HB 396 Educator Professional Time Stipend</u>	\$ 57,726	\$ 22,620	\$ 50,000	\$ 38,336	\$ 88,336		25.6%	
131a Preschool Teachers	\$ -	\$ 104,821	\$ 353,035	\$ (187,421)	\$ 165,614		63.3%	
131c Special Education Director & Teachers	\$ 436,594	\$ 445,628	\$ 753,589	\$ (44,000)	\$ 709,589		62.8%	
132a Substitute Teachers	\$ 67,456	\$ 36,908	\$ 65,818	\$ -	\$ 65,818		56.1%	
132b PTO Cash out	\$ -	\$ -	\$ 15,000	\$ -	\$ 15,000		0.0%	
142a Counselor & Social Worker	\$ 132,160	\$ 177,705	\$ 242,750	\$ -	\$ 242,750		73.2%	
142b Occupational Therapist	\$ -	\$ 19,877	\$ -	\$ -	\$ -		0.0%	
143 Nurse	\$ 668	\$ -	\$ 1,246	\$ -	\$ 1,246		0.0%	
145 Librarian	\$ 151,804	\$ 122,386	\$ 165,500	\$ -	\$ 165,500		73.9%	
SRO	\$ -	\$ -	\$ -	\$ 144,446	\$ 144,446		0.0%	
152 Secretarial & Clerical	\$ 204,534	\$ 163,710	\$ 214,879	\$ -	\$ 214,879		76.2%	
161a Special Education TA	\$ 389,735	\$ 323,591	\$ 325,858	\$ 33,851	\$ 359,709		90.0%	
161b General Ed TA	\$ 5,590	\$ -	\$ -	\$ -	\$ -		0.0%	
161c <u>Title I TA</u>	\$ 213,361	\$ 241,781	\$ 270,253	\$ 42,853	\$ 313,106		77.2%	
161d <u>Early Literacy (K-3) TA</u>	\$ 63,523	\$ 53,758	\$ 64,498	\$ -	\$ 64,498		83.3%	
161e <u>Land Trust TA</u>	\$ 46,160	\$ 32,603	\$ 44,436	\$ 4,825	\$ 49,261		66.2%	
161f <u>Early Intervention TA</u>	\$ 12,878	\$ 6,033	\$ 16,520	\$ -	\$ 16,520		36.5%	
161g ESSER III TA (Put with Afterschool)	\$ 78,786	\$ -	\$ -	\$ -	\$ -		0.0%	
161g After School Program (ESSER III)	\$ -	\$ 76,106	\$ 181,976	\$ (41,847)	\$ 140,129		54.3%	
161a <u>Preschool Aides</u>	\$ -	\$ 54,039	\$ -	\$ 85,380	\$ 85,380		63.3%	
182 Facility Support	\$ 42,455	\$ 55,766	\$ 61,255	\$ 12,809	\$ 74,064		75.3%	
184 IT Support	\$ 68,917	\$ 92,536	\$ 120,241	\$ 8,192	\$ 128,433		72.1%	
191 Food Service	\$ 318,945	\$ 293,987	\$ 392,695	\$ 7,772	\$ 400,467		73.4%	
Total 100:	\$ 6,546,340	\$ 5,696,779	\$ 7,799,099	\$ 158,717	\$ 7,957,816		73.0%	
200 Benefits								
220 Social Security	\$ 495,633	\$ 429,826	\$ 596,631	\$ -	\$ 596,631		72.0%	
230 Retirement	\$ 146,277	\$ 123,858	\$ 160,000	\$ 4,681	\$ 164,681		75.2%	
241 Group Insurance	\$ 340,904	\$ 326,973	\$ 400,000	\$ 32,691	\$ 432,691		75.6%	
242 Waiver Benefit	\$ 159,875	\$ 106,375	\$ 150,000	\$ -	\$ 150,000		70.9%	
270 Worker's Compensation Fund	\$ 17,479	\$ 10,019	\$ 17,400	\$ -	\$ 17,400		57.6%	
280 Unemployment Insurance	\$ 11,345	\$ 7,847	\$ 15,000	\$ -	\$ 15,000		52.3%	
Total 200:	\$ 1,171,513	\$ 1,004,898	\$ 1,339,031	\$ 37,372	\$ 1,376,403		73.0%	
300 Prof & Technical Services								
320 Substitute Services	\$ 7,546	\$ 2,147	\$ 8,000	\$ -	\$ 8,000		26.8%	
320 Other Contracted Services	\$ -	\$ -	\$ -	\$ 15,000	\$ 15,000		0.0%	
320 Mental Health (Weber Health Services)	\$ 13,235	\$ 5,409	\$ 15,000	\$ -	\$ 15,000		36.1%	
323 Speech Therapy	\$ 157,014	\$ 147,805	\$ 204,768	\$ 28,232	\$ 233,000		63.4%	
323 Psychology / Behavior	\$ 9,203	\$ 6,494	\$ 10,000	\$ -	\$ 10,000		64.9%	
330 Employee Training & Development	\$ 80,329	\$ 84,728	\$ 132,000	\$ (21,130)	\$ 110,870		76.4%	
352 Audit Services	\$ 22,150	\$ 25,658	\$ 22,300	\$ 3,358	\$ 25,658		100.0%	
345 Business Manager Services	\$ 85,680	\$ 65,547	\$ 87,396	\$ -	\$ 87,396		75.0%	
349 Legal	\$ 35,958	\$ 780	\$ 10,000	\$ -	\$ 10,000		7.8%	
355 IT Services	\$ 52,873	\$ 75,444	\$ 85,000	\$ -	\$ 85,000		88.8%	
Total 300:	\$ 463,988	\$ 414,012	\$ 574,464	\$ 25,460	\$ 599,924		69.0%	
400 Purchased Property Services								
410 Garbage / Sewer / Water	\$ 34,452	\$ 36,948	\$ 60,000	\$ -	\$ 60,000		61.6%	
430 Repairs / Maintenance / Monitoring	\$ 183,047	\$ 109,420	\$ 120,000	\$ 20,000	\$ 140,000		78.2%	
433 Cleaning & Custodial Services	\$ 71,244	\$ 93,937	\$ 132,000	\$ -	\$ 132,000		71.2%	
435 Lawn Care & Snow Removal	\$ 63,077	\$ 41,199	\$ 30,240	\$ 16,760	\$ 47,000		87.7%	
443 Lease of Copy Machines	\$ 4,391	\$ 1,401	\$ 840	\$ 561	\$ 1,401		100.0%	
450 Construction Services	\$ -	\$ 6,250	\$ -	\$ -	\$ 6,250		100.0%	
Total 400:	\$ 356,211	\$ 289,155	\$ 343,080	\$ 37,321	\$ 386,651		74.8%	
500 Other Purchase Services								
520 Property & Liability Insurances	\$ 40,680	\$ 43,257	\$ 44,142	\$ -	\$ 44,142		98.0%	
530 Communication (Phone & Internet)	\$ 18,290	\$ 17,559	\$ 3,000	\$ 29,000	\$ 32,000		54.9%	
540 Marketing	\$ 1,667	\$ 1,131	\$ 5,000	\$ -	\$ 5,000		22.6%	
542 Board Expenses	\$ 2,591	\$ 3,174	\$ 3,500	\$ -	\$ 3,500		90.7%	
580 Travel / Per Diem	\$ 19,377	\$ 12,851	\$ 5,000	\$ 11,000	\$ 16,000		80.3%	
510 Field Trips (Bussing & Entrance Fees)	\$ 18,737	\$ 8,460	\$ 30,000	\$ -	\$ 30,000		28.2%	
590 Student Activities - Aguilas Bussing	\$ -	\$ -	\$ 1,200	\$ -	\$ 1,200		0.0%	
591 Sports (Bussing, Fees, Tri, Weight Training)	\$ 21,247	\$ 16,122	\$ 25,000	\$ -	\$ 25,000		64.5%	
592 Trips	\$ 104,670	\$ 89,536	\$ 120,000	\$ -	\$ 120,000		74.6%	
593 Clubs	\$ 3,720	\$ 1,757	\$ 4,000	\$ -	\$ 4,000		43.9%	
Total 500:	\$ 230,979	\$ 193,847	\$ 240,842	\$ 40,000	\$ 280,842		69.0%	



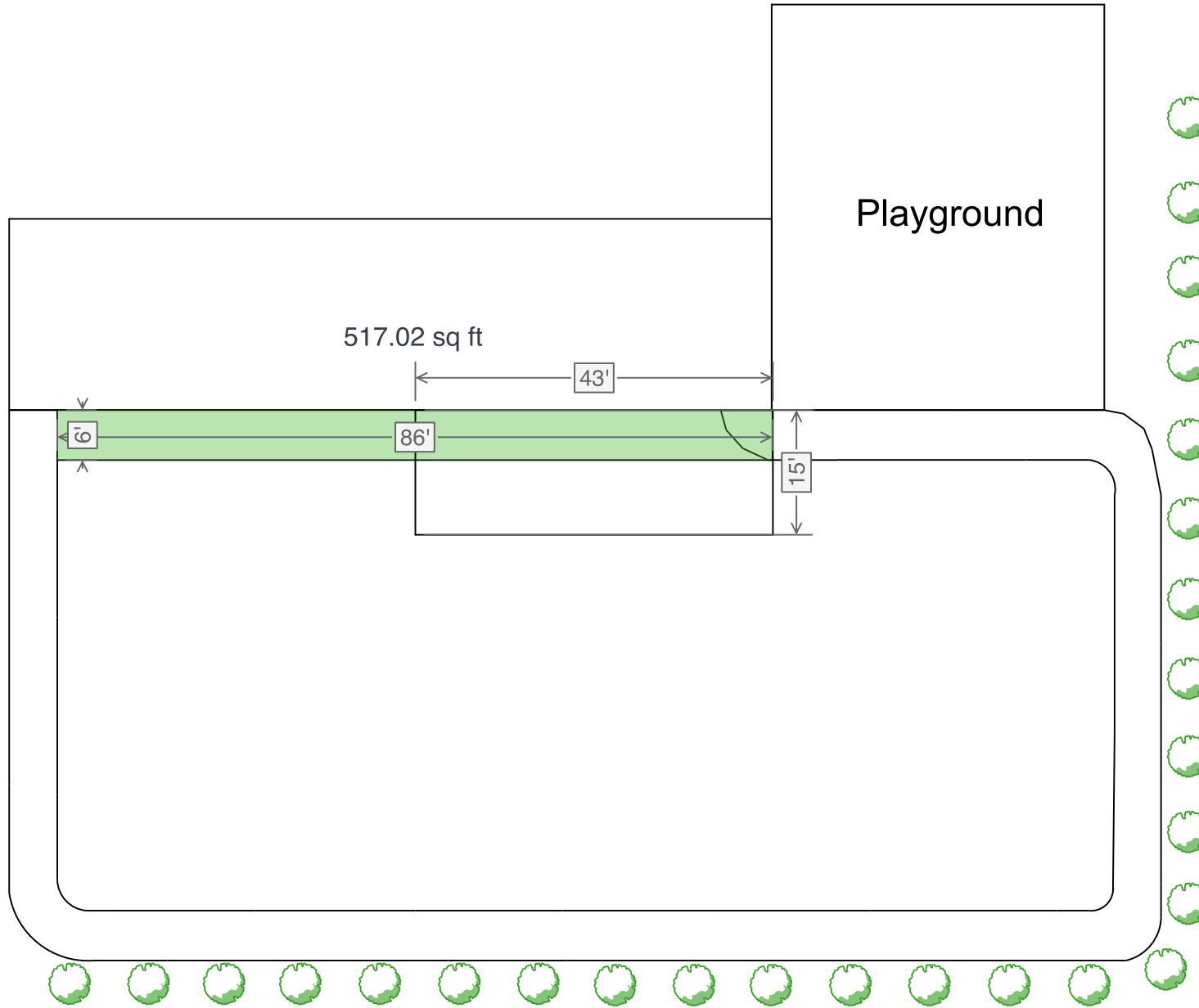
Actuals as of: **March 31, 2024** Percentage of Year: **75.0%**

Budget Detail Report	(1,040 Students)	(1,020 Students)	1020	(-5 Students)	1015	FY24 Capitalization Forecast	% of Forecast	Debbie's Changes
	FY23 Actuals	FY24 Actuals	FY24 Budget	Changes	FY24 Forecast			
600 Supplies and Materials								
611 Classroom/ Legislative Supplies	\$ 46,677	\$ 48,672	\$ 35,000	\$ 15,000	\$ 50,000		97.3%	
611 SpEd Supplies	\$ 10,528	\$ 13,356	\$ 10,000	\$ 10,000	\$ 20,000		66.8%	
611 Preschool Supplies	\$ -	\$ 26,978	\$ 1,000	\$ 31,362	\$ 32,362		83.4%	
611 Garden Grant	\$ -	\$ -	\$ -	\$ -	\$ -		0.0%	
611 Event Supplies	\$ 3,164	\$ 11,785	\$ 30,000	\$ -	\$ 30,000		39.3%	
613 OPA Apparel / Concessions	\$ 15,632	\$ 27,811	\$ 20,000	\$ 7,811	\$ 27,811		100.0%	
619 Yearbooks	\$ 5,571	\$ 6,160	\$ 6,000	\$ 160	\$ 6,160		100.0%	
618 Art Expo	\$ -	\$ 426	\$ 2,400	\$ (1,974)	\$ 426		100.0%	
616 Aguilas & 7 Habits	\$ 2,402	\$ 1,906	\$ 3,000	\$ 3,000	\$ 6,000		31.8%	
614 Staff Meals / Appreciation / Prof Dev	\$ 44,198	\$ 16,999	\$ 20,000	\$ 18,000	\$ 38,000		44.7%	
615 Counseling / Cultural Supplies	\$ 44	\$ 34	\$ -	\$ 34	\$ 34		100.0%	
612 Office Supplies	\$ 64,875	\$ 48,039	\$ 35,000	\$ 15,000	\$ 50,000		96.1%	
621 Natural Gas	\$ 39,565	\$ 30,037	\$ 50,000	\$ -	\$ 50,000		60.1%	
622 Electricity	\$ 75,416	\$ 56,729	\$ 85,000	\$ -	\$ 85,000		66.7%	
630 Lunch Program Food & Supplies	\$ 395,659	\$ 396,251	\$ 440,000	\$ -	\$ 440,000		90.1%	
641 Curriculum & Educational Software	\$ 147,434	\$ 133,769	\$ 110,000	\$ 125,000	\$ 235,000		56.9%	
644 Library	\$ 20,417	\$ 14,617	\$ 15,000	\$ -	\$ 15,000		97.4%	
650 Technology Related Supplies	\$ 711	\$ 17,663	\$ 8,000	\$ 12,000	\$ 20,000		88.3%	
680 Maintenance Supplies	\$ 45,490	\$ 16,646	\$ 35,000	\$ -	\$ 40,000		41.6%	
680 Cleaning Supplies (BEAR)	\$ -	\$ 26,200	\$ 15,600	\$ 9,400	\$ 25,000	\$5,241.00	86.6%	
Total 600:	\$ 917,783	\$ 894,078	\$ 921,000	\$ 244,793	\$ 1,170,793	\$5,241.00	76.4%	
700 Property, Equipment								
710 Land and Site Improvement	\$ 41,150	\$ 164,659	\$ 10,000	\$ -	\$ 10,000	\$158,037.00	98.0%	
733 Furniture and Fixtures	\$ 69,230	\$ 118,570	\$ 10,000	\$ -	\$ 10,000	\$115,173.00	94.7%	
733 ECC Furniture and Fixtures	\$ -	\$ 41,287	\$ -	\$ -	\$ 41,287		100.0%	
734 Technology-Related Hardware & Software	\$ 143,451	\$ 217,083	\$ 80,000	\$ (50,000)	\$ 30,000	\$189,284.85	99.0%	
738 Kitchen Equipment	\$ 72,755	\$ 16,376	\$ 30,517	\$ -	\$ 30,517		53.7%	
Total 700:	\$ 326,586	\$ 557,975	\$ 130,517	\$ (50,000)	\$ 121,804	\$462,494.85	458.1%	
800 Debt Service and Misc								
810 Dues and Fees	\$ 20,136	\$ 25,868	\$ 30,000	\$ -	\$ 30,000		86.2%	
812 Banking Fees	\$ 1,873	\$ 1,271	\$ 3,000	\$ -	\$ 3,000		42.4%	
850 Bond - Restricted Assets	\$ 1,114,842	\$ 977,006	\$ 1,165,098	\$ -	\$ 1,165,098		83.9%	
850 Contingency	\$ -	\$ -	\$ 20,000	\$ -	\$ 20,000		0.0%	
890 Miscellaneous	\$ -	\$ -	\$ -	\$ 100	\$ 100		0.0%	
Total 800:	\$ 1,136,851	\$ 1,004,145	\$ 1,218,098	\$ 100	\$ 1,218,198		82.4%	
Total Expenses:	\$11,150,251	\$ 10,054,889	\$12,566,131	\$ 493,763	\$ 13,112,431	\$467,735.85	76.7%	\$ -
Net Income:	\$(1,011,108)	\$(671,222)	\$ 631,801	\$ (199,931)	\$ 523,780			
MADS Goal 1.41					1.45			
Reserve Funds Used in Year:					\$ 477,690	Diff:	\$ 46,089.65	
Fund Reserve:								

Coversheet

Ratification of Additional Expenses

Section: III. Finance
Item: B. Ratification of Additional Expenses
Purpose: Vote
Submitted by:
Related Material: DrawingOgdenPrepNewAddition.pdf
OgdenPrepNewAddition.pdf
Job #222022 - WebbIntegrationQuote.pdf



P:201
A:517
L:43
S:6
B:86



Customer: Ogden Prep	Sales Rep: JohnnyRamirez
Address: 1487 Lincoln Ave Ogden UT 84404	
Additional Notes: Playground and bike track	



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: 3/13/24 ****Proposal is good for 30 days**** **License #** **0**
Customer: Ogden Prep
Street Address: 1487 Lincoln Ave
City, State, Zip: Ogden Prep, UT 84404
Phone Number: (801)6757823
Email Address: wdangle@ogdenprep.org

Scope	Units	Price Per Unit	Ext. Price
<i>Approximately 517 Sq Ft of Putting Green - Emerald installed in accordance with the installation methodology described below.</i>	517	\$ 11.19	<u>\$ 5,785</u>

Infill Included: Premium Infill Lawn 1000 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	<i>PREMIUM INFILL ALREADY INCLUDED</i>	517	\$ -	<u>\$ -</u>
Option 2: Premium Install	<i>Premium Installation - use of bend-a-board, seaming tape & glue</i>	517	\$ 1.54	<u>\$ 796</u>

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

The base price above reflects the use of 5 pieces of 1x4x20' bend-a-board and corresponding stakes

Option 3: Shock Pad or Drain Tile	<i>SHOCK PAD/DRAIN TILE NOT APPLICABLE</i>	-	\$ -	<u>\$ -</u>
Option 4: Gopher wire	<i>No</i>	-	\$ -	<u>\$ -</u>
Option 5: Weed Abatement	<i>No</i>	-	\$ -	<u>\$ -</u>

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

Estimator Notes:

Proposal includes turn key install of new addition

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. ◦
- 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.
- 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.

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.



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.¹
- 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**



Webb - Integration and Sales

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

WEBB

Integration Quote

Revision #

Printed: 4/9/2024

Bill to: Ogden Preparatory Academy		Job # 222022
Ogden Preparatory Academy 1415 Lincoln Ave, Ogden, Utah 84404 Contact: Michael Berube Phone: (801) 627-2066 Email: mberube@ogdenprep.org Client Tax Exemption Certificate:	Junior High 1415 Lincoln Ave, Ogden Utah 84404 Room: On-Site Contact: Michael Berube Phone: (801) 695-5925 Email:	Order Status: Quote Only Quote Date: 4/9/2024 Sales Person: Chris Webb Email: chrisw@wearewebb.com

Jr. High: Larger Screen

Quantity	Part Number	Description	Price	Subtotal
1	34468L	Da-Lite - COSMO 164D 87X139NPA MW - 87 X 139 - Matte White - WIDE SCREEN 16:10	\$1,559.00	\$1,559.00
1	MiscCable	Misc Cable and Hardware	\$100.00	\$100.00
1	FREIGHT	Shipping / Freight Charges	\$231.15	\$231.15
Total:				\$1,890.15

Labor

Quantity	Talent	Task	Duration	Subtotal
1	Integration - Labor	TBD	24 Hour(s)	\$2,280.00
Labor Total:				\$2,280.00

Sales Total:	\$1,890.15
Labor:	\$2,280.00
Job Total:	\$4,170.15

Signature as Acceptance of Proposal and Terms:	Print Name:	Acceptance Date:
---	--------------------	-------------------------



WEBB

Terms & Conditions

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

GENERAL CONDITIONS

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

PRODUCT SALE TERMS & FEES.

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

EQUIPMENT OPERATION.

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

EQUIPMENT FAILURE.

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

DISCLAIMER.

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

CONTRACT.

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

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

Coversheet

Elementary ELA Curriculum

Section: III. Finance
Item: C. Elementary ELA Curriculum
Purpose: Vote
Submitted by:
Related Material: 4.10.24 Wonders Quote.pdf
95 Percent Quote.pdf
ELA Curriculum Overall Charts (Gen Ed).pdf



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QUOTE PREPARED FOR:

Ogden Preparatory Academy
 1415 LINCOLN AVE
 OGDEN, UT 84404-5678
 ACCOUNT NUMBER: 420302

SUBSCRIPTION/DIGITAL CONTACT:

Stephanie Wright
 swright@ogdenprep.org
 (801) 627-3066

CONTACT:

Stephanie Wright
 swright@ogdenprep.org
 (801) 627-3066

SALES REP INFORMATION:

Susan Potter
 susan.potter@mheducation.com
 (480) 416-0452

Section Summary	Value of All Materials	Free Materials	Product Subtotal
WONDERS 2023 GRADE K	\$26,235.81	(\$7,268.19)	\$18,967.62
WONDERS 2023 GRADE 1	\$8,281.44	(\$5,199.99)	\$3,081.45
WONDERS 2023 GRADE 2	\$14,996.61	(\$5,499.96)	\$9,496.65
WONDERS 2023 GRADE 3	\$16,953.18	(\$5,299.98)	\$11,653.20
WONDERS 2023 GRADE 4	\$17,378.61	(\$5,499.96)	\$11,878.65
WONDERS 2023 GRADE 5	\$17,222.61	(\$5,499.96)	\$11,722.65
WONDERWORKS 2022	\$2,842.17	\$0.00	\$2,842.17
AUTHENTIC LITERATURE	\$2,179.80	\$0.00	\$2,179.80
PRODUCT TOTAL*	\$106,090.23	(\$34,268.04)	\$71,822.19
ESTIMATED S&H**			\$5,745.78
ESTIMATED TAX**			\$0.00
GRAND TOTAL*			\$77,567.97

* Price firm for 120 days from quote date. Price quote must be attached to school purchase order to receive the quoted price and free materials.

**Shipping and handling charges shown are only estimates. Actual shipping and handling charges will be applied at time of order. Taxes shown are only estimates. If applicable, actual tax charges will be applied at time of order.

Comments:

PLEASE INCLUDE THIS PROPOSAL WITH YOUR PURCHASE ORDER

SEND ORDER TO:

McGraw Hill LLC | PO Box 182605 | Columbus, OH 43218-2605
 Email: orders_mhe@mheducation.com | Phone: 1-800-338-3987 | Fax: 1-800-953-8691

QUOTE DATE: 04/10/2024 ACCOUNT NAME: Ogden Preparatory Academy EXPIRATION DATE: 08/08/2024
 QUOTE NUMBER: MELDRIDG-04102024010925-001 ACCOUNT #: 420302 PAGE #: 1



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Product Description	ISBN	Qty	Unit Price	Free Materials	Line Subtotal
WONDERS 2023 GRADE K					
READING WONDERS INSTRUCTIONAL ROUTINE HANDBOOK GRADE K-6	978-0-07-697907-3	1	\$61.20	\$0.00	\$61.20
READING WONDERS TEACHER EDITION PACKAGE GRADE K	978-1-26-557378-2	5	\$630.00	\$3,150.00	*Free Materials
READING WONDERS NATIONAL TEACHER WORKSPACE 6 YEAR SUBSCRIPTION GRADE K	978-1-26-588035-4	5	\$645.00	\$3,225.00	*Free Materials
READING WONDERS NATIONAL STUDENT WORKSPACE 6 YEAR SUBSCRIPTION GRADE K	978-1-26-586151-3	105	\$147.00	\$0.00	\$15,435.00
READING WONDERS NATIONAL ELL TEACHER EDITION GRADE K	978-1-26-577905-4	4	\$99.99	\$399.96	*Free Materials
READING WONDERS VISUAL VOCABULARY CARDS GRADE K	978-0-02-119368-4	5	\$75.93	\$0.00	\$379.65
READING WONDERS RETELLING CARDS GRADE K	978-0-02-119361-5	5	\$313.23	\$0.00	\$1,566.15
READING WONDERS INTERACTIVE READ ALOUD CARDS GRADE K	978-0-02-119369-1	5	\$180.00	\$0.00	\$900.00
READING WONDERS PHOTO CARDS GRADE K-2	978-0-02-119559-6	2	\$191.85	\$0.00	\$383.70
READING WONDERWORKS SOUND SPELLING WORKBOARDS GRADE K	978-0-02-138719-9	2	\$120.96	\$0.00	\$241.92
READING WONDERS RETELLING CARDS GRADE K	978-0-02-119361-5	1	\$313.23	\$313.23	*Free Materials
READING WONDERS INTERACTIVE READ ALOUD CARDS GRADE K	978-0-02-119369-1	1	\$180.00	\$180.00	*Free Materials
WONDERS 2023 GRADE K Subtotal:				\$7,268.19	\$18,967.62
WONDERS 2023 GRADE 1					
READING WONDERS TEACHER EDITION PACKAGE GRADE 1	978-1-26-557491-8	4	\$630.00	\$2,520.00	*Free Materials
READING WONDERS NATIONAL TEACHER WORKSPACE 6 YEAR SUBSCRIPTION GRADE 1	978-1-26-588236-5	4	\$645.00	\$2,580.00	*Free Materials
READING WONDERS NATIONAL ELL TEACHER EDITION GRADE K	978-1-26-577905-4	1	\$99.99	\$99.99	*Free Materials
READING WONDERS READING WRITING COMPANION PACKAGE GRADE 1	978-1-26-558642-3	110	\$27.00	\$0.00	\$2,970.00
READING WONDERS ENGLISH LEARNERS NEWCOMER TEACHER GUIDE GRADE K-2	978-0-02-131495-9	1	\$111.45	\$0.00	\$111.45
WONDERS 2023 GRADE 1 Subtotal:				\$5,199.99	\$3,081.45
WONDERS 2023 GRADE 2					
READING WONDERS INSTRUCTIONAL ROUTINE HANDBOOK GRADE K-6	978-0-07-697907-3	1	\$61.20	\$0.00	\$61.20
READING WONDERS TEACHER EDITION PACKAGE GRADE 2	978-1-26-557679-0	4	\$630.00	\$2,520.00	*Free Materials
READING WONDERS NATIONAL TEACHER WORKSPACE 6 YEAR SUBSCRIPTION GRADE 2	978-1-26-588391-1	4	\$645.00	\$2,580.00	*Free Materials

PLEASE INCLUDE THIS PROPOSAL WITH YOUR PURCHASE ORDER

SEND ORDER TO:

McGraw Hill LLC | PO Box 182605 | Columbus, OH 43218-2605
 Email: orders_mhe@mheducation.com | Phone: 1-800-338-3987 | Fax: 1-800-953-8691

QUOTE DATE: 04/10/2024

ACCOUNT NAME: Ogden Preparatory Academy

EXPIRATION DATE: 08/08/2024

QUOTE NUMBER: MELDRIDG-04102024010925-001

ACCOUNT #: 420302

PAGE #: 2



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Product Description	ISBN	Qty	Unit Price	Free Materials	Line Subtotal
READING WONDERS NATIONAL STUDENT WORKSPACE 6 YEAR SUBSCRIPTION GRADE 2	978-1-26-586869-7	110	\$84.00	\$0.00	\$9,240.00
READING WONDERS NATIONAL ELL TEACHER EDITION GRADE 2	978-1-26-578586-4	4	\$99.99	\$399.96	*Free Materials
READING WONDERS READING WRITING COMPANION PACKAGE GRADE 2	978-1-26-558776-5	4	\$21.00	\$0.00	\$84.00
READING WONDERS ENGLISH LEARNERS NEWCOMER TEACHER GUIDE GRADE K-2	978-0-02-131495-9	1	\$111.45	\$0.00	\$111.45

WONDERS 2023 GRADE 2 Subtotal: \$5,499.96 \$9,496.65

WONDERS 2023 GRADE 3					
READING WONDERS INSTRUCTIONAL ROUTINE HANDBOOK GRADE K-6	978-0-07-697907-3	1	\$61.20	\$0.00	\$61.20
READING WONDERS TEACHER EDITION PACKAGE GRADE 3	978-1-26-558160-2	4	\$630.00	\$2,520.00	*Free Materials
READING WONDERS NATIONAL TEACHER WORKSPACE 6 YEAR SUBSCRIPTION GRADE 3	978-1-26-588711-7	4	\$645.00	\$2,580.00	*Free Materials
READING WONDERS NATIONAL STUDENT WORKSPACE 6 YEAR SUBSCRIPTION GRADE 3	978-1-26-587163-5	110	\$84.00	\$0.00	\$9,240.00
READING WONDERS NATIONAL ELL TEACHER EDITION GRADE 3	978-1-26-578987-9	2	\$99.99	\$199.98	*Free Materials
READING WONDERS READING WRITING COMPANION PACKAGE GRADE 3	978-1-26-558959-2	112	\$21.00	\$0.00	\$2,352.00

WONDERS 2023 GRADE 3 Subtotal: \$5,299.98 \$11,653.20

WONDERS 2023 GRADE 4					
READING WONDERS INSTRUCTIONAL ROUTINE HANDBOOK GRADE K-6	978-0-07-697907-3	1	\$61.20	\$0.00	\$61.20
READING WONDERS TEACHER EDITION PACKAGE GRADE 4	978-1-26-558325-5	4	\$630.00	\$2,520.00	*Free Materials
READING WONDERS NATIONAL TEACHER WORKSPACE 6 YEAR SUBSCRIPTION GRADE 4	978-1-26-589048-3	4	\$645.00	\$2,580.00	*Free Materials
READING WONDERS NATIONAL STUDENT WORKSPACE 6 YEAR SUBSCRIPTION GRADE 4	978-1-26-587330-1	110	\$84.00	\$0.00	\$9,240.00
READING WONDERS NATIONAL ELL TEACHER EDITION GRADE 4	978-1-26-579570-2	4	\$99.99	\$399.96	*Free Materials
READING WONDERS READING WRITING COMPANION PACKAGE GRADE 4	978-1-26-559204-2	110	\$21.00	\$0.00	\$2,310.00
READING WONDERS ENGLISH LEARNERS NEWCOMER TEACHER GUIDE GRADE 3-6	978-0-02-132644-0	1	\$111.45	\$0.00	\$111.45
READING WONDERS NATIONAL PRACTICE BOOK GRADE 4	978-1-26-580827-3	4	\$39.00	\$0.00	\$156.00

WONDERS 2023 GRADE 4 Subtotal: \$5,499.96 \$11,878.65

WONDERS 2023 GRADE 5

PLEASE INCLUDE THIS PROPOSAL WITH YOUR PURCHASE ORDER

SEND ORDER TO:

McGraw Hill LLC | PO Box 182605 | Columbus, OH 43218-2605
 Email: orders_mhe@mheducation.com | Phone: 1-800-338-3987 | Fax: 1-800-953-8691

QUOTE DATE: 04/10/2024 ACCOUNT NAME: Ogden Preparatory Academy EXPIRATION DATE: 08/08/2024
 QUOTE NUMBER: MELDRIDG-04102024010925-001 ACCOUNT #: 420302 PAGE #: 3



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Product Description	ISBN	Qty	Unit Price	Free Materials	Line Subtotal
READING WONDERS INSTRUCTIONAL ROUTINE HANDBOOK GRADE K-6	978-0-07-697907-3	1	\$61.20	\$0.00	\$61.20
READING WONDERS TEACHER EDITION PACKAGE GRADE 5	978-1-26-558496-2	4	\$630.00	\$2,520.00	*Free Materials
READING WONDERS NATIONAL TEACHER WORKSPACE 6 YEAR SUBSCRIPTION GRADE 5	978-1-26-589104-6	4	\$645.00	\$2,580.00	*Free Materials
READING WONDERS NATIONAL STUDENT WORKSPACE 6 YEAR SUBSCRIPTION GRADE 5	978-1-26-587345-5	110	\$84.00	\$0.00	\$9,240.00
READING WONDERS NATIONAL ELL TEACHER EDITION GRADE 5	978-1-26-579941-0	4	\$99.99	\$399.96	*Free Materials
READING WONDERS READING WRITING COMPANION PACKAGE GRADE 5	978-1-26-559328-5	110	\$21.00	\$0.00	\$2,310.00
READING WONDERS ENGLISH LEARNERS NEWCOMER TEACHER GUIDE GRADE 3-6	978-0-02-132644-0	1	\$111.45	\$0.00	\$111.45

WONDERS 2023 GRADE 5 Subtotal: \$5,499.96 \$11,722.65

WONDERWORKS 2022					
INTERACTIVE WORKTEXT					
READING WONDERWORKS INTERACTIVE WORKTEXT GRADE 2	978-0-07-692522-3	5	\$14.22	\$0.00	\$71.10
READING WONDERWORKS INTERACTIVE WORKTEXT GRADE 3	978-0-07-692526-1	5	\$14.22	\$0.00	\$71.10
READING WONDERWORKS INTERACTIVE WORKTEXT GRADE 3	978-0-07-692526-1	5	\$14.22	\$0.00	\$71.10
READING WONDERWORKS INTERACTIVE WORKTEXT GRADE 4	978-0-07-692529-2	5	\$14.22	\$0.00	\$71.10
READING WONDERWORKS INTERACTIVE WORKTEXT GRADE 5	978-0-07-692530-8	5	\$14.22	\$0.00	\$71.10

INTERACTIVE WORKTEXT Subtotal: \$0.00 \$355.50

DECODABLE READERS					
READING WONDERWORKS DECODABLE READER PACKAGE 1 OF 10 TITLES GRADE K	978-1-26-444707-7	1	\$28.83	\$0.00	\$28.83
READING WONDERWORKS DECODABLE READER PACKAGE 1 OF 6 TITLES GRADE 1	978-1-26-444708-4	1	\$21.99	\$0.00	\$21.99
READING WONDERWORKS DECODABLE READERS 6 OF 9 GRADE 2-3	978-0-02-140652-4	2	\$290.64	\$0.00	\$581.28

DECODABLE READERS Subtotal: \$0.00 \$632.10

TEACHER EDITIONS					
READING WONDERWORKS TEACHER EDITION GRADE K	978-0-07-692552-0	2	\$159.45	\$0.00	\$318.90
READING WONDERWORKS TEACHER EDITION GRADE 1	978-0-07-692535-3	1	\$159.45	\$0.00	\$159.45
READING WONDERWORKS TEACHER EDITION GRADE 2	978-0-07-692539-1	1	\$159.45	\$0.00	\$159.45
READING WONDERWORKS TEACHER EDITION GRADE 3	978-0-07-692540-7	1	\$159.45	\$0.00	\$159.45
READING WONDERWORKS TEACHER EDITION GRADE 4	978-0-07-692544-5	1	\$159.45	\$0.00	\$159.45
READING WONDERWORKS TEACHER EDITION GRADE 5	978-0-07-692547-6	1	\$159.45	\$0.00	\$159.45
READING WONDERWORKS TEACHER EDITION GRADE 6	978-0-07-692548-3	1	\$159.45	\$0.00	\$159.45

PLEASE INCLUDE THIS PROPOSAL WITH YOUR PURCHASE ORDER

SEND ORDER TO:

McGraw Hill LLC | PO Box 182605 | Columbus, OH 43218-2605
 Email: orders_mhe@mheducation.com | Phone: 1-800-338-3987 | Fax: 1-800-953-8691

QUOTE DATE:	04/10/2024	ACCOUNT NAME:	Ogden Preparatory Academy	EXPIRATION DATE:	08/08/2024
QUOTE NUMBER:	MELDRIDG-04102024010925-001	ACCOUNT #:	420302	PAGE #:	4



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Product Description	ISBN	Qty	Unit Price	Free Materials	Line Subtotal
READING WONDERWORKS TEACHER WORKSPACE 1 YEAR SUBSCRIPTION GRADE K	978-1-26-440422-3	1	\$82.71	\$0.00	\$82.71
READING WONDERWORKS TEACHER WORKSPACE 1 YEAR SUBSCRIPTION GRADE 1	978-1-26-440437-7	1	\$82.71	\$0.00	\$82.71
READING WONDERWORKS TEACHER WORKSPACE 1 YEAR SUBSCRIPTION GRADE 2	978-1-26-440444-5	1	\$82.71	\$0.00	\$82.71
READING WONDERWORKS TEACHER WORKSPACE 1 YEAR SUBSCRIPTION GRADE 3	978-1-26-440445-2	1	\$82.71	\$0.00	\$82.71
READING WONDERWORKS TEACHER WORKSPACE 1 YEAR SUBSCRIPTION GRADE 4	978-1-26-440449-0	1	\$82.71	\$0.00	\$82.71
READING WONDERWORKS TEACHER WORKSPACE 1 YEAR SUBSCRIPTION GRADE 5	978-1-26-440972-3	1	\$82.71	\$0.00	\$82.71
READING WONDERWORKS TEACHER WORKSPACE 1 YEAR SUBSCRIPTION GRADE 6	978-1-26-440974-7	1	\$82.71	\$0.00	\$82.71

TEACHER EDITIONS Subtotal: \$0.00 \$1,854.57
WONDERWORKS 2022 Subtotal: \$0.00 \$2,842.17

PLEASE INCLUDE THIS PROPOSAL WITH YOUR PURCHASE ORDER

SEND ORDER TO:

McGraw Hill LLC | PO Box 182605 | Columbus, OH 43218-2605
 Email: orders_mhe@mheducation.com | Phone: 1-800-338-3987 | Fax: 1-800-953-8691

QUOTE DATE:	04/10/2024	ACCOUNT NAME:	Ogden Preparatory Academy	EXPIRATION DATE:	08/08/2024
QUOTE NUMBER:	MELDRIDG-04102024010925-001	ACCOUNT #:	420302	PAGE #:	5



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Product Description	ISBN	Qty	Unit Price	Free Materials	Line Subtotal
AUTHENTIC LITERATURE					
READING WONDERS LITERATURE ANTHOLOGY PACKAGE GRADE 1	978-1-26-559333-9	5	\$144.00	\$0.00	\$720.00
READING WONDERS LITERATURE ANTHOLOGY GRADE 2	978-1-26-583061-8	5	\$72.99	\$0.00	\$364.95
READING WONDERS LITERATURE ANTHOLOGY GRADE 3	978-1-26-583409-8	5	\$72.99	\$0.00	\$364.95
READING WONDERS LITERATURE ANTHOLOGY GRADE 4	978-1-26-583517-0	5	\$72.99	\$0.00	\$364.95
READING WONDERS LITERATURE ANTHOLOGY GRADE 5	978-1-26-583900-0	5	\$72.99	\$0.00	\$364.95
AUTHENTIC LITERATURE Subtotal:				\$0.00	\$2,179.80

PLEASE INCLUDE THIS PROPOSAL WITH YOUR PURCHASE ORDER

SEND ORDER TO:

McGraw Hill LLC | PO Box 182605 | Columbus, OH 43218-2605
 Email: orders_mhe@mheducation.com | Phone: 1-800-338-3987 | Fax: 1-800-953-8691

QUOTE DATE: 04/10/2024 ACCOUNT NAME: Ogden Preparatory Academy EXPIRATION DATE: 08/08/2024
 QUOTE NUMBER: MELDRIDG-04102024010925-001 ACCOUNT #: 420302 PAGE #: 6



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QUOTE PREPARED FOR:

Ogden Preparatory Academy
 1415 LINCOLN AVE
 OGDEN, UT 84404-5678
 ACCOUNT NUMBER: 420302

CONTACT:

Stephanie Wright
 swright@ogdenprep.org
 (801) 627-3066

VALUE OF ALL MATERIALS	\$106,090.23
FREE MATERIALS	(\$34,268.04)
PRODUCT TOTAL*	\$71,822.19
ESTIMATED SHIPPING & HANDLING**	\$5,745.78
ESTIMATED TAX**	\$0.00
GRAND TOTAL	\$77,567.97

SUBSCRIPTION/DIGITAL CONTACT:

Stephanie Wright
 swright@ogdenprep.org
 (801) 627-3066

Comments:

* Price firm for 120 days from quote date. Price quote must be attached to school purchase order to receive the quoted price and free materials.

**Shipping and handling charges shown are only estimates. Actual shipping and handling charges will be applied at time of order. Taxes shown are only estimates. If applicable, actual tax charges will be applied at time of order.

Terms of Service:

By placing an order for digital products (the 'Subscribed Materials'), the entity that this price quote has been prepared for ('Subscriber') agrees to be bound by the Terms of Service and any specific provisions required by Subscriber's state law, each located in the applicable links below. Subject to Subscriber's payment of the fees set out above, McGraw Hill LLC hereby grants to Subscriber a non-exclusive, non-transferable license to allow only the number of Authorized Users that corresponds to the quantity of Subscribed Materials set forth above to access and use the Subscribed Materials under the terms described in the Terms of Service and any specific provisions required by Subscriber's state law, each located in the applicable links below. The subscription term for the Subscribed Materials shall be as set forth in the Product Description above. If no subscription term is specified, the initial term shall be one (1) year from the date of this price quote (the 'Initial Subscription Term'), and thereafter the Subscriber shall renew for additional one (1) year terms (each a 'Subscription Renewal Term'), provided MHE has chosen to renew the subscription and has sent an invoice for such Subscription Renewal Term to Subscriber.

[Terms Of Service](#)

[Provisions required by Subscriber State law](#)

ATTENTION: In our effort to protect our customer's data, we will no longer store credit card data in any manner within in our system. Therefore, as of April 30, 2016 we will no longer accept credit card orders via email, fax, or mail/package delivery. Credit card orders may be placed over the phone by calling the number listed above or via our websites by visiting www.mheducation.com (or www.mhecoast2coast.com).

School Purchase Order Number: _____

 Name of School Official (Please Print)

 Signature of School Official

PLEASE INCLUDE THIS PROPOSAL WITH YOUR PURCHASE ORDER

SEND ORDER TO:

McGraw Hill LLC | PO Box 182605 | Columbus, OH 43218-2605
 Email: orders_mhe@mheducation.com | Phone: 1-800-338-3987 | Fax: 1-800-953-8691

QUOTE DATE: 04/10/2024 ACCOUNT NAME: Ogden Preparatory Academy EXPIRATION DATE: 08/08/2024
 QUOTE NUMBER: MELDRIDG-04102024010925-001 ACCOUNT #: 420302 PAGE #: 7



QUOTE DATE: April 9, 2024

QUOTE FORM

Company Information

Company Name	95 Percent Group	Quote Number	Q-11128
Address	475 Half Day Road, Suite 350 Lincolnshire, IL 60069	Created Date	April 9, 2024
Prepared By	Giulianna Kesler	Expiration Date	May 9, 2024
Title			
Telephone			
Email	gkesler@95percentgroup.com		

Customer Information

Account Name	Ogden Preparatory Academy-Elementary
Address	1415 Lincoln Ave Ogden, Utah 84404
Contact Name	Lauretta Hill
Contact Title	
Contact Telephone	801-627-2066
Contact Email	lhill@ogdenprep.org

Invoice / Billing Information

Bill to Name	Ogden Preparatory Academy-Elementary	Bill to Address	1415 Lincoln Ave Ogden, Utah 84404
---------------------	---	------------------------	---

QUOTE SUMMARY

Physical Products					
Ogden Prep PCP K-5					
Site Shipping Information: Ogden Preparatory Academy-Elementary 170 15Th St Ogden, UT 84404					
Product Name	Product Item #	Description	Unit Price	Qty	Net Total
PCP Kindergarten - Classroom Kit	PH4000	95 Phonics Core Program Classroom Kit-Grade K, includes Teachers' Edition, Student Workbooks and Manipulative Sets for 20 students, sound spelling cards, assessments and a subscription to Digital Presentation	\$995.00	5	\$4,975.00
PCP Grade 1 - Classroom Kit	PH4001	95 Phonics Core Program Classroom Kit-Grade 1, includes Teachers' Edition, Student Workbooks and Manipulative Sets for 20 students, sound spelling cards, assessments and a subscription to Digital Presentation	\$1,095.00	4	\$4,380.00

PCP Grade 2 - Classroom Kit	PH4002	95 Phonics Core Program Classroom Kit-Grade 2, includes Teachers' Edition, Student Workbooks and Manipulative Sets for 20 students, sound spelling cards, assessments and a subscription to Digital Presentation	\$1,095.00	4	\$4,380.00
PCP Grade 3 - Classroom Kit	PH4003	95 Phonics Core Program Classroom Kit-Grade 3, includes Teachers' Edition, Student Workbooks and Manipulative Sets for 20 students, classroom poster set, assessments and a subscription to Digital Presentation	\$1,095.00	4	\$4,380.00
PCP Grade 4 - Classroom Kit	PH4004	95 Phonics Core Program Classroom Kit-Grade 4, includes Teacher's Edition, Student Workbooks and Manipulative Sets for 20 Students, Classroom Posters, Assessments and a Subscription to Digital Presentation	\$1,095.00	4	\$4,380.00
PCP Grade 5 - Classroom Kit	PH4005	95 Phonics Core Program Classroom Kit-Grade 5, includes Teacher's Edition, Student Workbooks and Manipulative Sets for 20 Students, Classroom Posters, Assessments and a Subscription to Digital Presentation	\$1,095.00	8	\$8,760.00
				Sub Total	\$31,255.00

Total Price :	\$31,255.00
Shipping & Handling (10% of printed product) :	\$3,125.50
Tax :	\$0.00
Grand Total :	\$34,380.50

Notes:

Limited 30 day return/replacement policy: All product returns require prior approval. Please contact orders@95percentgroup.com to receive authorization. 15% restocking fee on all printed Phonics Lesson Library products. 10% on all other printed products. NO returns on opened shrink wrapped product. Damaged materials (stamped, written on, damaged from usage by client) will not be accepted. All sales are final for 95 Phonics Booster Bundle: Summer School Edition. NO refunds, exchanges or returns.

For your planning purposes, please note that effective July 1, 2024, prices for our product and services will increase. All orders received by May 15th will be processed at current prices. Any orders received after this date will be processed with the increased pricing.

Tier 1 Wonders Core Program	Total Price		Tier 1 Phonics 95Phonics Core Program	Total Price		Tier 2 Gen Ed	Cost		Programs	Total:
Kindergarten	\$18,967.62		Kindergarten	\$4,975		SPIRE Multilevel Set 1	\$1,126.27		K-5 Wonders & Wonderworks	\$77,567.97
1st	3,081.45		1st	\$4,380		Sounds Sensible	\$503		K-6 all 95% Phonics	\$34,381
2nd	\$9,496.65		2nd	\$4,380		Level 4	\$437.15		SPIRE	\$2,066.42
3rd	\$11,653.20		3rd	\$4,380		TOTAL	2066.42		TOTAL	\$114,014.89
4th	\$11,878.65		4th	\$4,380						
5th	\$11,722.65		5th	\$4,380						
Wonderworks K-6	\$5,021.97		6th	\$4,380						
Shipping	\$5,745.78		Shipping	\$3,125.50						
TOTAL	\$77,567.97		TOTAL	\$34,381						

Coversheet

Administrative Board Report

Section: IV. Administrative Business
Item: A. Administrative Board Report
Purpose: Discuss
Submitted by:
Related Material: Administrative Board Report April 2024.pdf

ADMINISTRATIVE BOARD REPORT

April 2024



OGDEN PREPARATORY
ACADEMY

Early Childhood Center

- Nursery and Daycare shenanigans!
- Pre-K had a visit from the Easter Bunny!
- Mrs. Jackman's class featured in the Eagle News!

Upcoming:

- April 11th-Kindergarten Family Night
- April 17th-OPA Family Skate Night
- May 9th-OPA Taco Showdown



ADMINISTRATIVE BOARD REPORT

April 2024



OGDEN PREPARATORY
ACADEMY



Elementary Events & Celebrations

- 7th LIM Assembly - April 10
 - Wacky Wednesday Spirit Day
 - Sharpen the Saw
- Family Nights
 - Kindergarten - Thursday, April 11
 - 1st Grade - Tuesday, April 23
- Cool School - Fox 13
- Currently interviewing for open teaching positions for next year



ADMINISTRATIVE BOARD REPORT



OGDEN PREPARATORY
ACADEMY

April 2024

Junior High

- AVID 9 students went on their yearly “Southern Utah College Tour” where they visited Southern Utah University and Utah Tech University. Their SUU tour was given by a former OPA AVID student.
- Mr. Brudwick’s first period class won the March Attendance Challenge and were able to choose a spirit day theme for ninth grade. The class also received donuts and will be home to Elmer the Eagle for the next month.
- Science Fair participants went to the Museum of Ancient Life.
- Students who made their individual growth goal on STAR reading have all now been given hoodies and can wear them on “Individual Growth Fridays.”



ADMINISTRATIVE BOARD REPORT

April 2024



OGDEN PREPARATORY ACADEMY

Teaching & Learning

...

March Employee of the Month

SPECIAL NOMINATIONS: March Challenge

Jocelyn Estrada Kindergarten Classroom Teacher

Jocelyn is a positive beacon of light no matter where she goes, and has ROCKED her first year as a classroom kindergarten teacher. She is always ready to raise the bar and support her students in reaching higher!


Arabella Zephyr Elementary Teaching Assistant

Arabella is always willing to help everyone out. She is a very reliable person and we all appreciate how she always comes to work with a great attitude and is always on top of it and ready to go.

Darby Evans Junior High Special Education Teacher

Darby is a consistent source of positive vibes and understanding for the kids. She is always the first to say that she cares about their success and will help them work towards it 24/7.

Assessment Updates

- [2023-2024 MOY Assessment Summary](#)
- [2023-2024 Assessment Calendar](#)
- [March Assessment Newsletter](#)
- **AAPPL - Spanish Speaking Test**
 - Completed 
- **End of Year Testing**
 - Finalized Test Schedules
 - Teachers completed their reviews and trainings for Test Proctoring
 - Teacher reviewed Testing Ethics
 - Teachers are getting students prepared!
 - How to use test platforms
 - Test taking tips & strategies
 - Relaxing & calming techniques
- **Test Window:**
 - April 22- May 10





OGDEN PREPARATORY
ACADEMY

ADMINISTRATIVE BOARD REPORT

April 2024

Operations

Business and Human Resources

- School Land Trust all submissions are current.
- UCAP (Utah Charter Access Point) is up to date with submissions.
- Grant Applications have been submitted
 - Kitchen Equipment
 - Digital Teaching and Learning
 - Professional Educator Licensure Grant. We were awarded \$10,870. This is a fraction of what we asked for, but funding was limited. Each educator who applied for funding will receive some support.
- Elizabeth Callison has been accepted into her Doctoral program at the U. She will be leaving OPA to pursue this dream!
- OCR requirements have all be completed and submitted.
- Credit Card: converted from a commercial VISA to a business VISA. This means better rewards.
- Half Day Kindergarten requirements from HB 517 have been complied with. Parents will receive an option to elect half-day Kindergarten during registration.
- Student Data Privacy Submissions to USBE were completed and approved.
- Continuing to comb through changes from the Legislative session.
- Preparing a direct mail to neighboring homes and apartments.

Facilities and Other Purchases

- Turf expansion at the ECC is complete (almost)
- Curtains installed in Elementary Stage
- Projector and screen installed in JH gym (although too small)
- Sod: remaining sod around the pavillion will be installed mid April.
- Intercom system, Bell System, and new Phone System were all installed and appear to be functioning.
- Cameras for classrooms have been ordered, we are waiting on the shipment of equipment.
- New Interactive White Boards have been delivered and installed.
- New Chromebooks for next year have been delivered.

PTIF (Public Treasurer's Interest Fund)

December 2023 to February 2024

- Ending Balance: \$5,522,266.40
- Deposit: 0
- Interest deposited: \$74,758.60



OGDEN PREPARATORY
ACADEMY

ADMINISTRATIVE BOARD REPORT

April 2024

Data Enrollment

Grade	PreK	K	1	2	3	4	5	6	7	8	9	All
FY24 Apr	38	95	99	94	95	102	106	90	105	102	92	1018
FY23 Apr	0	100	102	99	102	100	91	101	113	101	98	1007
October 1	38	98	101	95	99	106	111	93	109	106	99	1055
Goal enrollment	60	100	100	100	100	100	105	105	110	110	110	1040
Lottery Pull target	69	110	110	110	110	110	115	115	120	120	120	1140

Waitlist- 2023-2024 Waitlist- 2024-2025

Grade	OGDEN PREPARATORY ACADEMY					
	I	A	GWL	SWL	TWL	FWL
PS	2	0	2	0	0	0
K	0	137	0	0	0	0
1	0	42	0	0	0	0
2	0	30	0	0	0	0
3	0	29	0	0	0	0
4	1	27	1	0	0	0
5	5	39	3	2	0	0
6	1	36	1	0	0	0
7	0	38	0	0	0	0
8	1	33	1	0	0	0
9	3	17	0	3	0	0
Totals:	13	428	8	5	0	0

Grade	OGDEN PREPARATORY ACADEMY					
	I	A	GWL	SWL	TWL	FWL
PS	2	34	2	0	0	0
K	0	87	0	0	0	0
1	0	23	0	0	0	0
2	0	13	0	0	0	0
3	0	8	0	0	0	0
4	0	13	0	0	0	0
5	0	12	0	0	0	0
6	0	18	0	0	0	0
7	0	20	0	0	0	0
8	0	3	0	0	0	0
9	0	4	0	0	0	0
Totals:	2	235	2	0	0	0

Trends

Annual Withdrawals		Student Retention		Teacher Retention	
2017	76	2019	87.74%	2018	83.00%
2018	70	2020	86.80%	2019	87.00%
2019	58	2021	91.21%	2020	90.00%
2020	77	2022	89.13%	2021	87.14%
2021	94	2023	92.79%	2022	89.47%
2022	78	2024	96.33%	2023	85.54%
2023	100	2022 Charter Average	79.80%	2024	84.21%

Coversheet

FY25 Days and Hours

Section: IV. Administrative Business
Item: C. FY25 Days and Hours
Purpose: Vote
Submitted by:
Related Material: OPA School Year Days and Hours Calculations - 2024-2025.pdf

Ogden Preparatory Academy

2024-2025

Calculations for Days and Hours

Type of Day	Schedule	Number of days	Hours/Day*	Total Hours/Day Type
Regular Day	8:05 am - 3:00 pm	131	6.4	840.6
Minimum Day	8:05 am - 12:45 pm	40	4.2	166.7
Remote Learning Day	Counted as min. day	3	4.2	12.6
Parent Teacher Conference	Counted as min. day	2	4.2	8.3
Professional Development**	Counted as regular day	4	6.4	25.7
Total:		180		1053.9
Required:		180		990

* Hours/day does not include time at lunch.

** 4 days are counted as school days; however, 6 days are included in the schedule.

Coversheet

Workers Compensation Coverage

Section: IV. Administrative Business
Item: D. Workers Compensation Coverage
Purpose: Vote
Submitted by:
Related Material: Ogden Prep - 2024 WC Renewal .pdf

OPA 2024



UTAH LOCAL GOVERNMENTS TRUST

YOUR TEAM



Steve Hansen
Legal Hotline



Darin Palmer
Quotes & Coverage



Jill Murphy
Member Services



Jason Watterson
Loss Prevention



Jeff Rowley
Claims

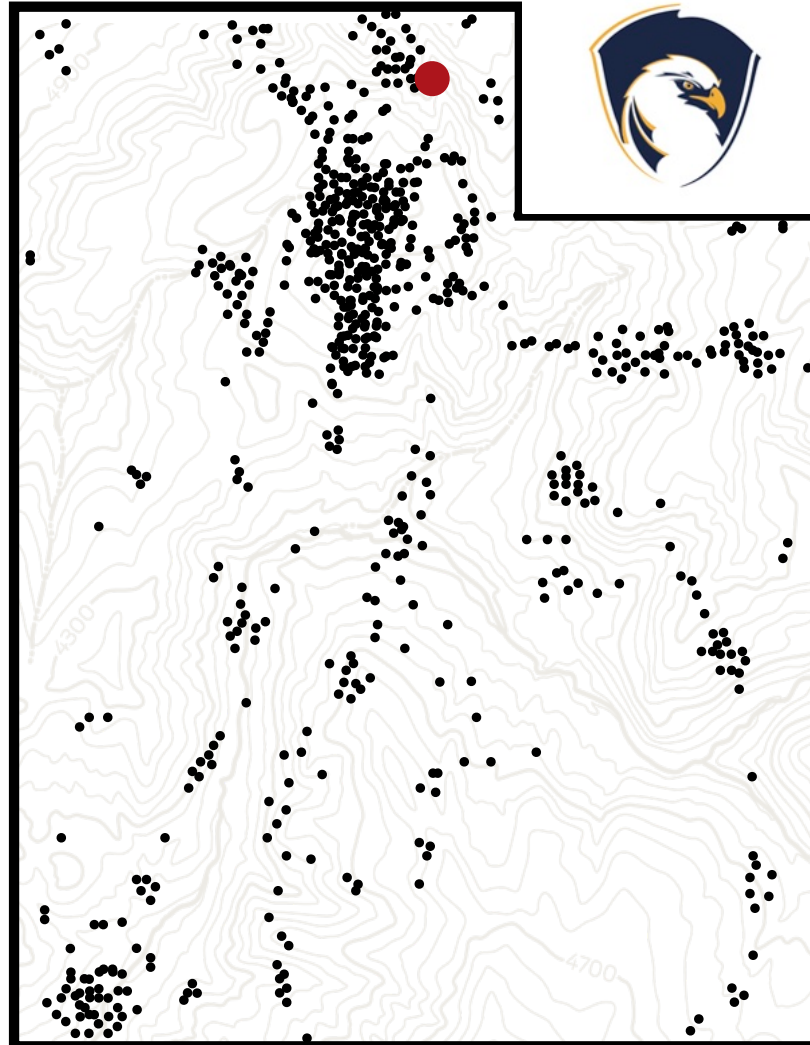


WHY THE TRUST?

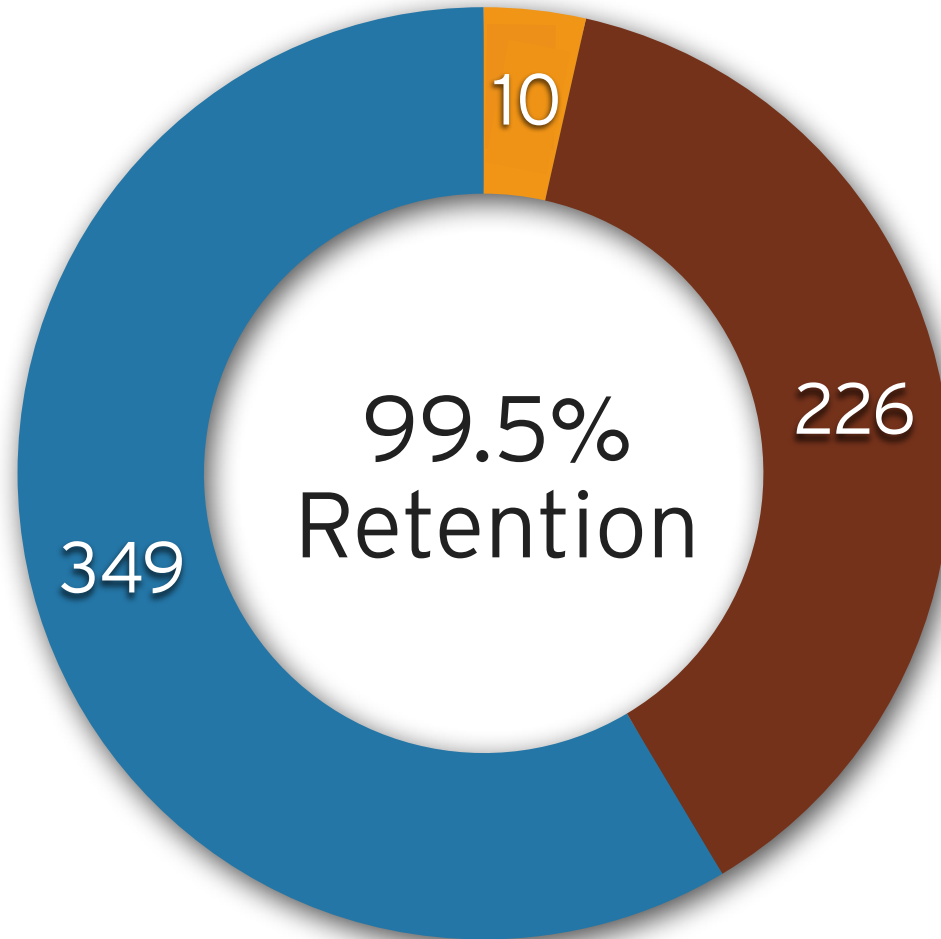


Cover Credit: Guy Billout

BY MEMBERS FOR MEMBERS



MEMBERSHIP COMPOSITION



● Counties ● Cities ● Districts



DESIGNATED SAFETY OFFICER ASSOC.



MANUAL PREMIUM

Payroll x Rate(s) = Base Premium

EMOD IMPACT

Surcharge

1.0



Discount

EMOD COMPASS

Year	Total Losses	Adjusted Losses	Claims
2023	\$18,264	\$16,260	4
2022	\$22,689	\$5,533	3
2021	\$911	\$732	3
2020	\$8,524	\$8,154	5
2019	\$676	\$640	2
2018	\$3,198	\$2,975	1

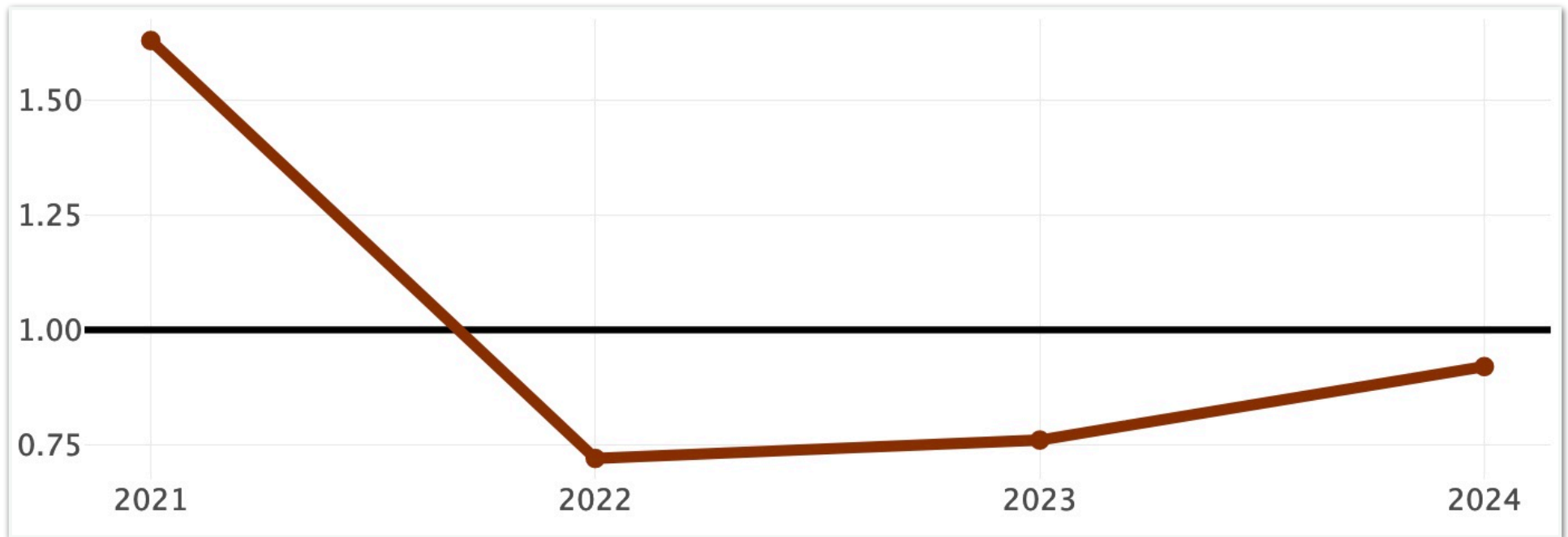
LOSS OVERVIEW

2024-01-16	F2H3262	\$591	\$582	Open	ANGELA WAS WALKING ACROSS THE PARKING LOT AND SLIPPED ON SOME ICE. HER WRIST IS SWOLLEN. SHE INTENDS TO GO TO WORKMED AFTER WORK TO MAKE SURE IT IS OK. SHE SAYS SHE DOESN'T HAVE ANY PAIN.
2023-11-07	F1V1078	\$155	\$146	Closed	TEACHER WAS USING THE PAPER CUTTER, AND SLICED THE TOP OF HIS THUMB. DID NOT DAMAGE THE NAIL.
2023-10-31	F2H0319	\$16,900	\$14,950	Open	SUSAN WAS GETTING UP FROM HER DESK TO ASSIST A STUDENT, AND TRIPPED ON A CORD.
2023-10-26	F1J8812	\$618	\$582	Open	EMPLOYEE WAS HELPING A STUDENT WHO CROSSED IN FRONT OF HER UNEXPECTEDLY, AND SHE TRIPPED.
2022-11-02	FXW5362	\$21,810	\$4,698	Open	MARIA WAS STANDING BY A GRILL COOKING, HER LEG TWITCHED AND SHE FELL. WE HAVE A VIDEO. SHE SAID SHE WAS FINE AND CONTINUED WORKING. SHE WENT TO THE DOCTOR THE NEXT DAY.
2022-10-06	FXL8369	\$481	\$463	Closed	WYATT WAS USING A POST POUNDER TO PUT A TREE SUPPORT POST IN THE GROUND. THE POUNDER SLIPPED AND HIT HIS HEAD. FIRST AID WAS APPLIED AT THE SCENE. BLEEDING CONTINUED, SO HE IS SEEKING MEDICAL ATTENTION.
2022-08-16	FXB6986	\$398	\$372	Closed	ROXANNA WAS TAKING STUDENTS DOWN THE STAIRS FOR SCHOOL DISMISSAL. SHE SLIPPED ON THE LAST STAIR AND FELL.
2022-01-04	FUY0093	\$299	\$281	Closed	STUDENT WAS HITTING AND ELBOWING THE EMPLOYEE.
2021-12-11	FUB9521	\$612	\$451	Closed	DURING A FIELD TRIP TO THE MARS RESEARCH STATION, JAMES WAS RIDING A MARS ROVER WITH SOME STUDENTS AND AN INTERN FROM THE FACILITY. THE INTERN WAS DRIVING, HIT GRAVEL AND LOST CONTROL HITTING A LARGE ROCK THAT FLIPPED THE VEHICLE.
2021-08-30	FTQ0630	\$0	\$0	Closed	DURING THE FIRE DRILL, EMPLOYEE WAS COMING DOW THE STAIRS. SHE FELT A MUSCLE IN HER CALF TEAR RESULTING IN IMMEDIATE PAIN. SHE WAITED FOR A FEW MINUTES, AND THEN LEFT THE BUILDING TO CONTINUE THE DRILL.

This proposal is for illustration purposes only. Coverage and limits governed by policy terms and conditions, subject to underwriting and loss verification.



EMOD IMPACT



EMOD 1.63
Premium Impact \$12,187

EMOD 0.72
Premium Impact -\$4,965

EMOD 0.74
Premium Impact -\$4,030

EMOD 0.92
Premium Impact -\$1,588

This proposal is for illustration purposes only. Coverage and limits governed by policy terms and conditions, subject to underwriting and loss verification.



UNDERWRITING FACTORS

Years with the Trust: 7

Payroll: \$8,000,000 (15% ; \$1,050,000)

Emod: 0.92 (21%)

TARP: \$731 (5% discount)

Annual Premium: \$15,421 (15% ; \$1,967)

Prorated Premium: \$19,266 (15 month policy)

This proposal is for illustration purposes only. Coverage and limits governed by policy terms and conditions, subject to underwriting and loss verification.



INSURANCE BROKER



myTRUST

MEMBER ORGANIZATION

Dashboard

myTASKS

- **LIABILITY** Expires 7.1.23 - Complete Application
- **PROPERTY** Expires 7.1.23 - Confirm Inventory
- **AUTO** Expires 7.1.23 - Confirm Inventory
- **WC** Expires 4.1.23 - Complete Application

myPRODUCTS

Automobile	7.1.2022	AUTO
Property	7.1.2022	PROPERTY
Bonds	11.2023	BOND
Liability	7.1.2022	LIABILITY

myTEAM

RYAN HATCH - Risk Finance
ryan@utahtrust.gov
801.309.9443

JILL JOHNSON - Member Services
jill@utahtrust.gov
801.721.5239

JASON WATTERSON - Loss Prevention
jason@utahtrust.gov
435.213.6869

Shortcuts

- [Premium Relief Credit](#)
- [Print Invoices](#)
- [Print Certificates of Insurance](#)
- [Add / Delete Property or Vehicles](#)
- [Upload Secure Document](#)
- [Contact Us](#)

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Version 1.47
HELP



myTRUST MOBILE

Revolutionizing the onsite inspection process for loss prevention...

Findings By Severity

Severity	Count
Open	28
Closed	5
High	9
None	1

Findings By Severity

Severity	Percentage
None	17.46 %
Low	14.29 %
Medium	52.38 %
High	15.87 %

Member Profile: 12230 - Logan City

MYTEAM

- JILL MURPHY - Account Manager
- RYAN HATCH - Risk Finance Consultant
- JASON WATTERSON - Loss Prevention Consultant
- MALLORY JONES - Underwriter

MYPRODUCTS

- 12230-AUTO - Automobile: 7/1/2022 - 6/30/2023
- 12230-BOND - Bonds: 10/14/2014
- 12230-LIABILITY - Liability: 7/1/2022 - 6/30/2023
- 12230-PROPERTY - Property: 7/1/2022 - 6/30/2023
- 12230-WC - Workers Comp: 7/1/2022 - 3/31/2023

Finding Record:

Facility	Finding	Severity
Trust Office	ADA push button was blocked	Medium



MOTOR VEHICLE RECORDS

Driver Report Card

10030 - Member Organization

2/25/2021 3:36:22 PM

11.39% of your drivers have violations compared to 10.77% of Trust pool drivers.

Legend

Status	Description
EXPR	EXPIRED DRIVER LICENSE
VALD	VALID
VDUI	Valid with past DUI conviction.

Watch List:

Name	License Number	Expiration	Status Code	Points
ASPINO, ALEXANDER	*****6465	12/21/2028	VDUI	0
CLARK, KIRSTEN	*****1531	12/2/2020	EXPR	0
REBEARD, LYNNE	*****1088	3/29/2021	VDUI	0

Driver List:

Name	License Number	Expiration	Status Code	Points
ALBERT, AMANDA	*****6104	10/25/2028	VALD	0
ATWOOD, KATHLEEN	*****3647	7/16/2021	VALD	0
BANDER, JAMES	*****8393	10/11/2028	VALD	0
BANKS, BRYAN	*****6881	9/24/2024	VALD	0
BELMONT, LINDSEY	*****4119	4/16/2023	VALD	0
BELMONT, LINDSEY	*****2285	12/12/2021	VALD	0
BERG, MARGARET	*****3831	11/28/2028	VALD	0
BRIDGES, KATHLEEN	*****0047	10/31/2024	VALD	0
BRIDGES, JOHN	*****9490	4/14/2022	VALD	0
BROOKS, KATHLEEN	*****7485	2/13/2028	VALD	0
BROWN, DEBRA	*****9306	12/30/2022	VALD	0



CYBER PENETRATION TESTING

Member Name

89.2.196.175 , 23.88.171.10, 207.135.243.152, 204.126.146.87, 72.250.212.131, 216.169.95.39

2 February 2024



Critical Threat Level

The critical severity issues found mean even a low skilled attacker could breach the affected systems with ease. Such issues are often exploited by automated tools in untargeted attacks, meaning the likelihood of a breach is very high. Critical severity issues should be fixed immediately to avoid a breach.

6

Critical
issues

8

High
issues

34

Medium
issues

31

Low
issues

PROPERTY APPRAISALS

Entity:
Site: 001
Building: 001

Department: 00 NOT UTILIZED
Built / Acquired: 2008 / 2008 **Inspection Date:** 4/27/22
Nbr. of Stories: 2 **Total Square Feet:** 24,786
Basement: NO **Bsmt Square Feet:**
Flood Zone: X **Adds/Renovations:** NO
Occupancy: GCH
Frame Type: JM JOISTED MASONRY
ISO Class: 2 JOISTED MASONRY
GPS Lat & Long: N 37° 07.753 W 113° 38.70
Fire Protection: SPRINKLER SYSTEM FIRE ALARM - AUTOMATIC



GENERAL BUILDING CHARACTERISTICS

Exterior Walls: DECORATIVE CONCRETE BLOCK,
Roofing: ASPHALT SHINGLES,
Pitch & Shape: MEDIUM (5/12 - 8/12), HIP
Foundation: CONCRETE SLAB ON GROUND, CONCRETE FOOTING FOUNDATION
Floor Finish: CARPETING, CERAMIC TILE
Ceiling Finish: ACOUSTICAL, DRYWALL
Partitions: DRYWALL/STUDS,

SERVICES

ELECTRICAL
 PLUMBING
 HEATING
 AIR CONDITIONING

FEATURES

PASSENGER ELEVATOR

VALUATION CONCLUSIONS

Replacement Cost New: 4,453,600
Contents Value: 961,700

Seismic Zone: 2
Inventory ID: 0

LIVE TRAINING & WEBINARS

LEXIPOL Policy Update

HAZWOPER

ADA Summit

Fire Prevention / Electrical Safety

Sewer Summit

Firefighter Summit

Harassment and Discrimination

CPR

Toolbox Safety Talks

Law Enforcement Liability

OSHA Compliance

Parks and Recreation Liability

Land Use

Responding to Emergencies

Elected Officials Liability

Lockout / Tagout

Incident Investigation

Ergonomics / Strain Prevention

Hazard Communication

Confined Space Entry

Trenching and Shoring

Driver Safety and Fleet Management

Building a Culture of Safety

Best Practices and Accountability

Human Resources

...and more!



UTAH LOCAL GOVERNMENTS TRUST

www.utahtrust.gov/training-events



LABOR COMMISSION LUNCH SERIES



JOIN US!



Labor Commission Lunch Series

In Person at Trust • Lunch • Zoom (option)
Expert Training with Q&A • Quarterly



55 SOUTH HIGHWAY 89, NORTH SALT LAKE, UT 84054, TEL: 801.936.6400 WEB: UTAHTRUST.GOV

TRUST Labor Commission Lunch Series

45 minute training, followed by 15 minute Q&A; Topics include:

The News Media has it wrong. OSHA will not be investigating the accident, UOSH will.

- Defining a State Plan State under OSHA
- Why public employers in Utah should care
- Overview of UOSH functions
- Compliance, Whistleblower Cases
- Consultation
- Bureau of Labor Statistics (BLS)

Sorting out the OSHA/UOSH standards: Is it General Industry or Construction?

- Most public employers are subject to both 1910 and 1926 and then there is 1904
- Overview of when each applies
- Similarities and Differences
- General Organization of the standards
- Where to go to read, print, and download standards for free

Put it in writing:

Written programs required by OSHA/UOSH

- Overview of the most common written programs all employers are required to have
- Bloodborne Pathogens
- Hazard Communication
- Confined Space Entry
- Emergency Action Plan
- Certified PPE Hazard Assessment

Don't even put a foot in it:

Confined Spaces - Deadly Places

- Defining confined spaces
- Overview of the confined space standard
- Permit space verses a confined space
- Hazard assessment

Utah Antidiscrimination and Labor (UALD)

Industrial Accidents

Hazard Communication and Safety Data Sheets (SDS)

- Chemicals in the workplace
- SDS and where to keep them
- How hazardous is the chemical?
- Training required

"But he only was down there a minute and I could see him."

Causes of Trench Fatalities

- It happens nearly every year in Utah - Trench Fatalities
- The Competent Person and PE
- What dirt weighs
- Is it A, B, or C soil? How do you tell?
- Benching or sloping

Fatalities at Work:

Focus 4 Hazards - #1 Falls

- Statistics about falls
- Differences between General Industry and Construction requirements for working at heights
- Protecting employees from falling
- Housekeeping

Focus 4 Hazards - #2 Electrocution

- Electricity and the human body
- Basic electrical standards

Focus 4 Hazards - #3 Struck By

- Working in the roadway
- Working near machinery
- Forklift operator requirements
- Applicable OSHA/UOSH standards

Focus 4 Hazards - #4 Caught In-Between

- Trenching overview
- Swing radius of equipment
- Always know where your spotter is

Evelyn Partner

UOSH Consultant, Public Sector Safety & Industrial Hygienist, UOSH Consultation, Education, and Compliance

For more than 21 years, Evelyn Partner has worked in Consultation and Compliance for UOSH as a Public Sector Safety & Industrial Hygienist. Evelyn holds degrees in Loss Control Management (ALCM), Environmental Technology (AS), and Business Management (BS). Evelyn has completed the National Fire Academy's Chemistry of Hazardous Materials and Incident Command Series and is an authorized OSHA 10 and 30 Hour Trainer. UOSH Consultation provides free, confidential consultation to Utah Local Governments. UOSH CONSULTATION DOES NOT ISSUE CITATIONS.



Register at www.utahtrust.gov/UOSH



ADDITIONAL OFFERINGS



UTAH LOCAL GOVERNMENTS TRUST

Specialized Insurance Solutions Since 1974

1. LEGAL HOTLINE: 801 808-2137

Call Anytime!

- Avoid Lawsuits
- Avoid Political Fallout
- Strategic Next steps

2. PERSONAL AND PROFESSIONAL DEVELOPMENT: 801 808-2137

We Invest in You!

- Trust Book Club
- Trust Legal Brief
- Trust Mental Health and Wellness

3. LOSS PREVENTION CONSULTING: 801 589-9938

Personalized Expertise and Results!

- Best Practices
- Compliance
- Training

4. RISK FINANCE CONSULTING: 801 309-9443

Creative Solutions and Options!

- Cost of Risk Analysis
- Benchmarking
- Coverage

5. CLAIMS: 801 363-2468

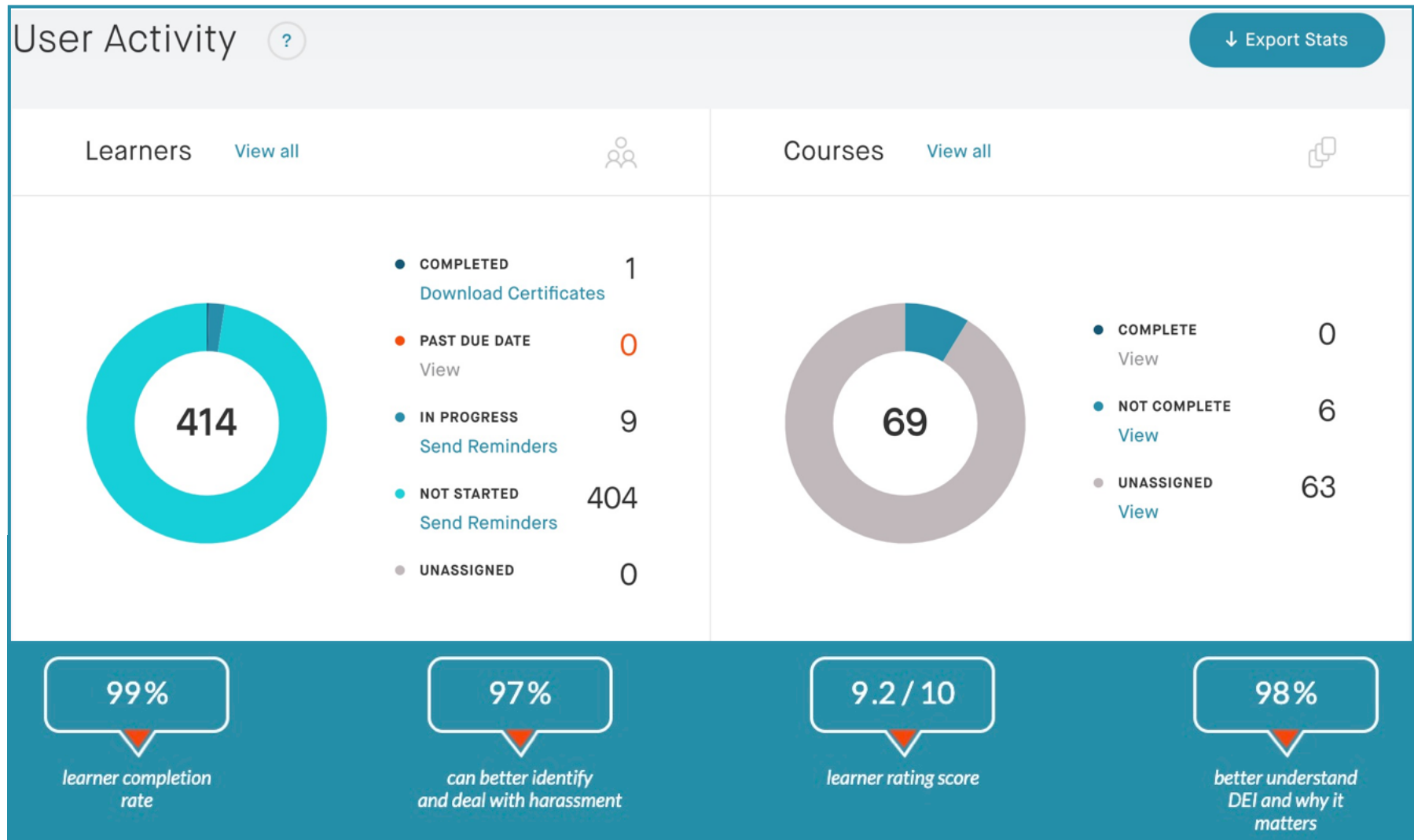
We've Got Your Back!

- Report a claim 844 747-8815 (24/7)
- trust@constitutionstateservices.com
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UTAH LOCAL GOVERNMENTS TRUST
Executive Director, ABLE Utah
m 801.808.2137 | steve@utahtrust.gov

KANTOLA LEARNING MANAGEMENT SYSTEM



STREAMERY LEARNING MANAGEMENT SYSTEM

The screenshot displays the Streamery Learning Management System interface. At the top, there is a navigation bar with a menu icon, 'COURSES', and 'CATALOG' buttons, along with a search bar. Below the navigation bar, the 'Courses' section is active, with 'Library' and 'History' tabs. The 'Safety' category is expanded, showing five course thumbnails: 'OSHA Compliance', 'Workplace Safety', 'Safety Awareness', 'Construction Safety', and 'Transportation Safety'. Below these, there are three more categories: 'Management', 'Human Resources', and 'Specific Industries'. The Streamery logo is visible in the bottom right corner of the interface.

LEADERSHIP ACADEMY



UTAH LOCAL GOVERNMENTS TRUST

LEADERSHIP CONFERENCE

Thursday, February 23, 2023, 9:00 A.M. - 12:00 P.M.

CONTINENTAL BREAKFAST 8:30AM

WELCOME

Steven A. Hansen, CEO

THE ARBINGER INSTITUTE

Nikki Lee, Senior Account Executive, City Councilwoman, City of Tucson, AZ

Tim Treu, Senior Executive Coach, Director, Arbinger Coaching Services

Dan Dellenbach, Senior Account Executive

THE POWER OF OUTWARD INCLUSION

Are members of my team inspired to excel, or are they required to behave? How would an amazing culture improve performance and results? How can I personally make a major difference? What are the must-haves for long-term culture improvement?

Effective leaders in the Utah Local Governments Trust community frequently ask themselves these questions. To provide you answers, we are hosting a team of facilitators from The Arbinger Institute, who will share experiences and the latest thinking on these topics. Collectively the team brings an elected City Council member from Tucson, decades of experience in military and corporate leadership, and academic insight from Harvard's Graduate School of Education.

We will discuss the key building blocks of cultural improvement. What do the tools look like? What kind of time investment is required at various levels of leadership? What is my role? What are the major pitfalls to avoid? What examples of success can I follow? Inclusiveness is now a big topic on people's minds. Some efforts to teach this in organizations have fallen flat.

How can I help my entire team to feel accepted and valued, not just tolerated – without chasing participants out of the room? The Trust has invested in a new line of long-term development tools to help you achieve success in all these areas.

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Mark Anderson

Fabian VanCott
www.fabianlaw.com



David Church

Blaisdell, Church & Johnson
www.blaisdellchurchjohnson.com



Linette Hutton

Hutton Law & Associates, P.C.
www.hutton-law.com



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Coversheet

Policy Updates

Section: V. Policy Updates
Item: A. Policy Updates
Purpose: Vote
Submitted by:
Related Material: _6.06.POL Ethics Policy.pdf
6.06.POL Ethics Policy (UPDATES - DRAFT) - Google Docs.pdf
6.22.POL Substitute Teachers - Google Docs.pdf
7.04.POL Administration of Medication Policy - Google Docs.pdf



**Official Policy
of
Ogden Preparatory Academy**

6. Human Resources

6.06.POL Ethics Policy

Effective/Revision Date: 09/11/2013

Page 1 of 2

Ogden Preparatory Academy (the School) adopts this policy to ensure that individuals associated with the School, including Board members and employees, conduct themselves consistent with the high standards of ethics and with applicable law.

Any allegation of a violation of this policy should be reported to the School's Board of Directors in accordance with the School's Staff Grievance Policy or Parent Grievance Policy, as applicable. The Board will ensure that all allegations of ethics violations are promptly investigated and that appropriate action is taken based on the results of the investigation.

No Board member or School employee may violate Utah Code 76-8-105, which precludes the solicitation or receipt of a bribe.

No Board member or School employee may violate the Utah Public Officers' and Employees' Ethics Act (Utah Code 67-16-1, et seq.), which, among other requirements, precludes Board members and School employees from:

1. Accepting employment or engaging in any business or professional activity that he/she might reasonably expect would require or induce him/her to improperly disclose controlled information that he/she has gained by reason of his/her official position;
2. Disclosing or improperly using controlled, private or protected information acquired by reason of his/her official position or in the course of official duties in order to further substantially his/her personal economic interest or to secure special privileges or exemptions for himself/herself or others;
3. Using or attempting to use his/her official position to:
 - a. Further substantially his/her personal economic interest; or
 - b. Secure special privileges or exemptions for himself/herself or others;
4. Accepting other employment that he/she might expect would impair his/her independence of judgment in the performance of his/her public duties;
5. Accepting other employment that he/she might expect would interfere with the ethical performance of his/her public duties; or
6. Except as otherwise allowed in the law, knowingly receiving, accepting, taking, seeking or soliciting, directly or indirectly, for himself/herself or another a gift of substantial value or a substantial economic benefit tantamount to a gift:

- a. That would tend improperly to influence a reasonable person in the person's position to depart from the faithful and impartial discharge of the person's public duties;
- b. That he/she knows or that a reasonable person in that position would know under the circumstances is primarily for the purpose of rewarding him/her for official action taken; or
- c. If he/she recently has been, is now, or in the near future may be involved in any governmental action directly affecting the donor or lender, unless a disclosure of the gift, compensation, or loan and other relevant information has been made in the manner provided in Utah Code 67-16-6.

Licensed educators of the School must comply with Utah Educator Standards contained at R277-515-3 pertaining to the ethical conduct required of all licensed educators in the state of Utah.

Document History

Approved: 09/11/2013

Legal References

Utah Code 67-16-6

Utah Code 67-16-1, et seq.

Utah Code 76-8-105

6.06.POL Ethics Policy	
Effective/Revision Date: 09/11/2013	Page 2 of 2



**OGDEN PREPARATORY
ACADEMY**

Official Policy

6. Human Resources

6.06.POL Ethics Policy

Effective/Revision Date:

Page 1 of 6

PURPOSE AND SCOPE:

The purpose of this policy is to outline and set ethical expectations for Ogden Preparatory Academy (the School) employees. This policy applies to all School employees, contractors, interns, and volunteers (collectively referred to as “School employees” throughout this policy).

DEFINITIONS:

This policy relies on the following definitions:

1. *Family member:* A School employee’s spouse, siblings, step-siblings, siblings-in-law, parents, step-parents, parents-in-law, children, step-children, children-in-law, and any person living in the same household as the employee.
2. *Lobbying:* To receive compensation or other remuneration, including personal benefit, for attempting to influence state or local public education board members or public education executive officers.

POLICY:

It is the policy of The School that employees will:

1. Be ethical in all job activities and personal interactions.
2. Treat coworkers, supervisors, customers, and others with courtesy and respect at all times.
3. Make decisions based on the best interests of public education students and the public, without influence by those who may seek special favors, and without regard to personal gain.
4. Conduct themselves consistent with the high standards of ethics and with applicable law.

Overview of Expectations

1. Employees shall:

- a. Demonstrate support of the mission, vision, and values of the School, and abide by the School’s administrative rules, internal policies, and procedures that govern the work or professional activities of the employee; and
- b. Observe both the letter and spirit of laws, rules, and policies.

Transparency and Trust

- 1. Employees shall:
 - a. Recognize that being employed as a School employee is a position of trust that should not be used for personal gain;
 - b. Represent oneself and the School ethically, and avoid all appearances of impropriety;
 - c. Base decisions and actions on facts free from partiality or prejudice, and unimpeded by conflicts of interest;
 - d. Conduct business openly, efficiently, equitably, and honorably;
 - e. Avoid relationships or commitments that would knowingly conflict with the best interests of the School and stakeholders;
 - f. Avoid impropriety, and the appearance of impropriety, to maintain public confidence in the integrity of the School; and
 - g. Make prudent and frugal use of School funds, equipment, buildings, and supplies.
- 2. Employees shall not:
 - a. Use School or public resources for a personal purpose, benefit, or gain (this does not prohibit an incidental benefit);
 - b. Exploit relationships with families, students, or vendors for personal advantage; or
 - c. Use the employee’s position or information acquired through the position to coerce or otherwise influence the public or stakeholders for personal favors or personal gain, including personal economic gain, for themselves or others.

Professionalism

- 1. Employees shall:
 - a. Apply oneself and fulfill assigned duties during the time for which the employee is compensated;
 - b. Be respectful and kind to the public and co-workers by:
 - i. Communicating appropriately through words and body language;
 - ii. Identifying, understanding, and anticipating the needs of customers by being attentive, knowing their time requirements, and communicating clear messages;
 - iii. Being sensitive to cultural differences and physical abilities; and
 - iv. Instilling trust and confidence by treating others with dignity and courtesy, and making them feel welcome and important.
 - v. Report to work fit for duty and will not be under the influence of alcohol

6.06.POL Ethics Policy	
Effective/Revision Date: 09/11/2013	Page 2 of 6

- or illegal drugs, or otherwise impaired due to abuse of prescribed drugs;
 - c. Be appropriately groomed and dressed by wearing clean, well-maintained, and professional attire that is appropriate to the type of work and interactions the employee performs;
 - d. Demonstrate predictable and reliable attendance and report to a regularly scheduled work shift on time; and
 - e. Work with direct supervisors and make every effort to maintain appropriate skills for the employee's job assignments.
 - f. Licensed educators of the School must comply with Utah Educator Standards contained at R277-515-3 pertaining to the ethical conduct required of all licensed educators in the state of Utah.
2. Employees shall not:
- a. Be insubordinate, disloyal, or disrespectful to the orders of a supervisor or manager, unless such order is reasonably believed to be in violation of this policy, or other established policy, rule, or statute;
 - b. Cause unnecessary disruption to their co-workers or to the workplace;
 - c. Misuse sick leave or overtime privileges;
 - d. Accepting other employment that he/she might expect would impair his/her independence of judgment in the performance of his/her public duties; or
 - e. Accepting other employment that he/she might expect would interfere with the ethical performance of his/her public duties.

Data and Records

1. Employees shall not:
- a. Disclose or improperly use controlled, private, or protected information acquired by reason of his/her official position or in the course of official duties in order to further substantially his/her personal economic interest or to secure special privileges or exemptions for himself/herself or others;
 - b. Falsify, knowingly enter, or cause to be entered any false or improper information in School records;
 - c. Wrongfully destroy a record, report, or claim; or
 - d. Disclose a password to another person who is not authorized to have the password.

Lobbying and Nepotism

1. Employees shall not:
- a. Knowingly lobby or use School resources for personal gain. School resources can include technology, information, or time.
 - b. Participate in any hiring or employment decision related to a family member;
 - i. If a hiring or employment matter arises relating to a family member, the

6.06.POL Ethics Policy	
Effective/Revision Date: 09/11/2013	Page 3 of 6

- employee shall notify the employee’s supervisor of the relationship and be recused from all discussions or decisions related to the matter; and
- c. Take part in any contracting decisions relating to a family member, or relating to any entity in which a family member is an officer, director, or partner, or in which a family member owns or controls 10% or more of the stock in such an entity.
 - i. If a contracting matter arises relating to a family member, the employee shall notify the employee’s supervisor of the relationship and be recused from all discussions or decisions relating to the matter.

Relationships

1. Employees shall:
 - a. Follow the Conflict of Interest Policy to disclose any relationships that may be of significance to the School.
2. Employees shall not:
 - a. Participate in intimate or sexual relationships outside of the workplace with co-workers or community members that affect the ability of the School and its employees to provide services, become disruptive in the workplace, or cause stakeholders to lose confidence in the School’s ability to provide appropriate services;
 - b. Use their position of authority (manager, supervisor, etc.) to harass, discriminate against, or become involved in sexual relationships with their subordinates or other School employees.

Gifts

1. Employees shall:
 - a. Report annually to the employee’s supervisor all gifts received in the employee’s official conduct of business;
 - b. For any gifts that cannot be accepted, the employee may return the gift, pay the giver its market value, or donate the gift to the state of Utah or to an education-related non-profit entity. If the gift is perishable or not practical to return, the employee may share the gift with coworkers or donate it to charity.
2. Employees shall not:
 - a. Accept a gift or other compensation that might be intended to influence or reward the employee in the performance of official business;
 - b. Violate Utah Code 76-8-105, which precludes the solicitation or receipt of a bribe; or
 - c. Accept gifts other than those allowed by this policy, even though Utah Code Section 67-16-5 allows for certain non-monetary gifts under \$50.
 - d. For purposes of this policy, gifts do not include:
 - i. Gift cards of \$25 or less;
 - ii. Campaign contributions received in accordance with Utah Code Title 20A, Chapter 11;

6.06.POL Ethics Policy	
Effective/Revision Date: 09/11/2013	Page 4 of 6

- iii. Food, refreshments, or meals of limited value;
- iv. Items or mementos of nominal value such as pens or pencils;
- v. Rewards and prizes open to the general public or all public employees;
- vi. Plaques or mementos recognizing service;
- vii. Gifts from extended family members or personal friends;
- viii. Small efforts of common courtesy or other services of nominal monetary value such as meeting refreshments, pens/pencils, computer mouse pads, or post-it notes with logos;
- ix. Funeral flowers memorials; or
- x. Attendance or participation at events sponsored by another governmental entity or a group for which the State Board of Education has responsibility.
- xi. Donations intended for school-related supplies or activities.

Driving

1. If an employee drives a vehicle as part of assigned duties, the employee shall:
 - a. Have a current, valid Utah driver’s license;
 - b. Complete the driver’s safety course once per year as required by the Division of Risk Management; and
 - c. Promptly report any driver’s license suspension or revocation to their supervisor.

Reporting and Violations

1. Employees may consult their immediate supervisor, or any other supervisor in their direct chain of command regarding legal, ethical, or personal benefit questions.
2. If an employee is concerned about a potential violation of this policy, they may report it verbally or in writing to their immediate supervisor, any member of the Administrative Team, or the Board of Directors. Reports shall follow policies and procedures in the School’s Staff Grievance Policy or Parent Grievance Policy, as applicable.
3. Reports may be submitted by any employee, witness, volunteer, or other individual.
4. The party who receives the report will ensure that all allegations of ethics violations are promptly investigated and that appropriate action is taken based on the results of the investigation.
5. Any supervisor who has knowledge of unethical behavior shall take immediate, appropriate action and shall document the action.
6. Any violation of this policy may result in disciplinary and/or legal action, as appropriate. Violations of this policy will be investigated and handled in accordance with the School’s established disciplinary procedures.

6.06.POL Ethics Policy	
Effective/Revision Date: 09/11/2013	Page 5 of 6

Document History

Approved: 09/11/2013

Legal References

Utah Code 67-16-6

Utah Code 67-16-1, et seq.

Utah Code 76-8-105

R277-515-3

6.06.POL Ethics Policy

Effective/Revision Date: 09/11/2013

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OGDEN PREPARATORY ACADEMY

Official Policy

6. Human Resources

6.22.POL Substitute Teachers

Effective/Revision Date: 03/21/2019

Page 1 of 2

Employment

- A designated school employee shall interview each substitute candidate. The interviewer shall screen for eligibility, certification, education, and compatibility with school culture.
- All substitute candidates shall obtain a criminal background check. Candidates who have worked for other entities requiring a background check, may petition to have the background check transferred to Ogden Preparatory Academy (OPA).
- Substitute teachers shall complete the OPA New Hire Packet and provide all necessary and requested documentation.
- Preference shall be given to candidates with teaching experience and credentials.

Monitoring and Evaluating

Substitute teachers shall be ~~monitored, evaluated~~ ~~evaluated~~, and reviewed as follows:

- Classroom Management. Office staff and administration routinely check on substitute teachers during each day they are substituting. Teaching Assistants work in the classrooms throughout the day and observe classroom management.
- Student Rapport. The ability to interact with students in a positive manner is imperative. School staff and administration make classroom observations and interview students; classroom teachers give feedback.
- Communication with substitute scheduling secretaries and classroom teachers. Teachers give feedback to secretaries and administration regarding substitute communication.
- Availability. Substitute availability shall be tracked.
- Instruction. School Staff and Administration shall observe classrooms.

Planning

- Classroom teachers are responsible for providing substitute teachers with lesson plans.
- Classroom teachers shall have emergency lesson plans available in the office.
- Long-term substitutes may be asked to create lesson plans. In such cases, the school shall offer resources and support. Additional hours shall be allowed for planning purposes.

Compensation

Substitute Teacher compensation will follow the Board approved salary schedule.

~~Substitute teachers are hourly, and clock in and out in the time clock. When a long-term substitute is necessary, a salary may be negotiated.~~

~~¶~~

~~Salary Schedule for Substitute Teachers:~~

~~¶~~

Category	Hourly Wage
Substitute without teaching credentials	\$12.00
Substitute with teaching credentials	\$14.00
Long-Term Substitute Requiring additional responsibilities of grading and some lesson planning.	\$16.00

~~¶~~

~~Paraprofessionals may be asked to substitute for a classroom teacher. Paraprofessionals shall receive hourly wages according to their regular agreement.~~

Document History

Approved: 03/21/2019 *Original creation in compliance to State requirements.*

Legal References

R277-508

6.22.POL Substitute Teachers	
Effective/Revision Date: 03/21/2019	Page 2 of 2



Official Policy of Ogden Preparatory Academy

7. Students

7.04.POL Administration of Medication Policy

Effective/Revision Date: 03/21/2019

Page 1 of 3

PURPOSE

The purpose of this policy is to authorize personnel of Ogden Preparatory Academy (the "School") to administer medication to students consistent with applicable law.

The School's Board of Directors (the "Board") acknowledges that a student or the student's parent or guardian should typically administer medication. However, the Board recognizes that situations may arise where the health of a student may require administration of medication during the course of a school day by School personnel.

As long as authorized personnel act in a prudent and responsible manner, Utah law provides that School personnel who provide assistance in substantial compliance with a student's licensed healthcare provider's written statement are not liable civilly or criminally for any adverse reaction suffered by the student as a result of taking the medication or discontinuing the administration of medication. The Board hopes that this policy will help ensure that School personnel act in a prudent and responsible manner in order to protect the health of students and the interests of School personnel.

The Board also desires to set forth policies regarding acceptable self-administration of medication by students.

POLICY

Administration of Medication by School Personnel

The School shall comply with applicable state and federal laws, including but not limited to Utah Code Ann. § 53A-11-601, regarding the administration of medication to students by School personnel. Accordingly, pursuant to this policy, authorized School personnel may provide assistance in the administration of medication to students of the School during periods when the student is under the School's control.

Glucagon is an emergency diabetic medication used to raise blood sugar. The School shall comply with the requirements of Utah Code Ann. § 53A-11-604 in the event the School receives a glucagon authorization request from the parent or guardian of a student.

The School shall comply with the requirements of Utah Code Ann. § 26-41-101, et seq., regarding emergency injection for anaphylactic reactions, in the event any School personnel seeks to become a "qualified adult" under that provision.

The School shall comply with the requirements for the administration of an opiate antagonist in accordance with Title 26, Chapter 55, Opiate Overdose Response Act, in the event the School receives an authorization request from the parent or guardian of a student.

The Principal shall establish administrative procedures that comply with applicable laws in order to set guidelines for when and how this will take place.

The Principal shall consult with the local health department and/or a registered health care professional for assistance in developing procedures and training necessary for effective implementation of this policy. The School's Principal will ensure that School personnel and parents are provided with information about this policy as needed.

Self-Administration of Medication by Students

Students may possess and self-administer prescription medication at school in compliance with applicable law. The Principal will establish administrative procedures that comply with applicable laws in order to set guidelines for when and how this will take place.

Students are not prohibited from possessing and self-administering one day's dosage of a non-prescription medication where the student's maturity level is such that he or she can reasonably be expected to properly administer the medication on his or her own.

Medical Recommendations by School Personnel

The ~~Administration~~Principal shall ensure that appropriate School personnel receive training on the provisions of Utah Code Ann. §53A-11-605 regarding medical recommendations by School employees. **It is the policy of the School that employees do not make medical recommendations.**

7.04.POL Administration of Medication Policy	
Effective/Revision Date: 03/21/2019	Page 2 of 3

Document History

Approved:

Revised: 04/10/2013

03/21/2019 *Added information regarding the Opiate Overdose Response Act.*

Legal References

Utah Code Ann. § 53A-11-601

Utah Code Ann. § 53A-11-604

Utah Code Ann. § 53A-11-605

Utah Code Ann. § 26-41-101, et seq.

7.04.POL Administration of Medication Policy	
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