APPROVED

Ogden Preparatory Academy

Minutes

Board Meeting

Date and Time
Thursday January 19, 2017 at 4:30 PM

Location
1415 Lincoln Ave, Ogden, Utah

VISION: Ogden Preparatory Academy's vision is to create a positive, nurturing environment for students to grow and learn as they develop the skills necessary to become tomorrow's leaders. Through high academic expectations and experiences, bilingual exposure, leadership roles and commitment to community, OPA students will gain confidence and a sense of self worth that will prepare them to face the challenges in a competitive world.

Directors Present
L. D'Hulst, N. Bowsher, N. Neider, S. Ballard, S. Shupe, V. Aston

Directors Absent
S. Sluis

Directors who arrived after the meeting opened
V. Aston

Directors who left before the meeting adjourned
S. Ballard

Ex Officio Members Present
A. Campbell, D. Deem, J. Rempfer, K. Kennington

Guests Present

S. Adams

I. Opening Items

A. Record Attendance and Guests

Van Aston will be late.
Scott Sluis' wife is ill, so he will not be in attendance.

B. Call the Meeting to Order

N. Neider called a meeting of the board of directors of Ogden Preparatory Academy to order on Thursday Jan 19, 2017 at 4:37 PM.

C. Approve Minutes

S. Ballard made a motion to approve minutes from the Board Meeting on 12-15-16 Board Meeting on 12-15-16.
N. Bowsher seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Finance

A. Finance report

Spencer Adams reviewed the financial documents.

- 50% of the fiscal year has passed (noted at top of Budget Detail Report).
- Federal funds should be coming shortly.
- 300s are over budget percentages due to audit and legal fees.
- Property and Equipment expenses are predominantly in the beginning of the year, so the percentage is as expected.
- Most months have greater revenues than expenses.
- Operating Margin is at 4.9%; however, there is anticipated savings in the budget.
- % of Forecast is (FY17 Actuals)/(FY17 Forecast).
- Changes column reflects changes between FY17 Budget and FY17 Forecast.
- Spencer will keep track of comments and issues relating to budget that should be considered when establishing next years' budget.
- We will be giving returning bonuses in August rather than end-of-year bonuses in June.
- As recommended by our State food service audit, we have moved to an "offer" rather than a "serve" option for food service. This will reduce food waste and costs.
- Cafeterias are both looking at ice tables for salad bars. Salad bars are acceptable under the "offer" option.

III. Executive Session

A. Enter Closed Session

N. Bowsher made a motion to Enter Executive session to discuss the reputation, character, or mental or physical health of an individual, but not his or her professional competence.
S. Ballard seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

N. Bowsher	Aye
S. Shupe	Aye
V. Aston	Absent
S. Ballard	Aye
S. Sluis	Absent
L. D'Hulst	Aye
N. Neider	Aye

V. Aston arrived.

B. Exit Closed Session

N. Bowsher made a motion to exit closed session.
S. Shupe seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

L. D'Hulst	Aye
N. Neider	Aye
N. Bowsher	Aye
S. Ballard	Absent
V. Aston	Absent
S. Sluis	Absent
S. Shupe	Aye

IV. Board Policy

A. Approve revised policies.

N. Bowsher made a motion to table the field trip policy for further discussion.
V. Aston seconded the motion.
The board **VOTED** unanimously to approve the motion.
S. Ballard made a motion to approve the cash handling policy with amendments to except student participation in school activities for amounts less than $5/student from the receipt requirement.
N. Bowsher seconded the motion.
The board **VOTED** unanimously to approve the motion.

S. Shupe made a motion to approve fee waiver policy.
L. D'Hulst seconded the motion.
The board **VOTED** unanimously to approve the motion.
S. Shupe made a motion to approve donation and fund raising policy.
L. D'Hulst seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Adopt 7.11 Service and Emotional Support Animal Policy

Students allergic to the animal must be provided with alternative locations.
Policy references American's with Disabilities Act.
S. Ballard made a motion to approve the policy.
S. Shupe seconded the motion.
The board **VOTED** unanimously to approve the motion.

V. Facility

A. Peak Alarm - Junior High Gym Door locks

Gym doors will be on locking schedule.
Doors can be locked and alarms can be set through a network.
Total of the contract $2320 for installation. $15/month for monitoring.
S. Ballard made a motion to approve Peak Alarm bid for gym door locks and monitoring.
V. Aston seconded the motion.
The board **VOTED** unanimously to approve the motion.

VI. Break into Committees

A. Motion to go into committee work sessions.

S. Ballard made a motion to move to committee meetings.
S. Shupe seconded the motion.
The board **VOTED** unanimously to approve the motion.
S. Ballard left.

VII. Closing Items

A. Adjourn Meeting

V. Aston made a motion to adjourn the meeting.
N. Bowsher seconded the motion.
The board **VOTED** unanimously to approve the motion.
There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:30 PM.

Respectfully Submitted,

N. Neider