APPROVED

Ogden Preparatory Academy

Minutes

Board Meeting

Date and Time
Wednesday June 14, 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
None

Directors who arrived after the meeting opened
V. Aston

Ex Officio Members Present
A. Campbell, A. Perez, K. Kennington

Guests Present
S. Adams

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

N. Neider called a meeting of the board of directors of Ogden Preparatory Academy to order on Wednesday Jun 14, 2017 at 4:38 PM.

C. Approve Minutes

S. Ballard made a motion to approve minutes from the Board Meeting on 04-20-17 Board Meeting on 04-20-17.
N. Bowsher seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. CEO Support And Eval

A. Principal Report and Outlook

Summary of the year:

Academics:
DIBELS-overall 77% growth
78% proficiency
STT met yesterday and set pretty lofty goals for academic rigor of our students. Great conversation!
Amie distributed preliminary SAGE data, re-emphasized preliminary. Reflected on the results.

Facilities: Kasey
New Hires: Amie reviewed all the new teachers and new assigned duties

III. Policies

A. FY18 Fee Schedule

S. Shupe made a motion to Approve the fee schedule.
N. Bowsher seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. By Laws

Several schools have used the same by-laws and they are not reader friendly.

Nancy would put it to the board to possibly re-write the by-laws and to table this issue.
Possibly get a task force in place and re-write the by-laws and have an attorney verify.
The goal is to make it a working document to use and access.
Motion to start a special task force to rework and redo the by-laws by Steve Ballard to be prepared by August meeting with Nancy as head of the task force. Sam Shupe seconded the motion.
V. Aston arrived.

IV. Development

A. Technology Update

Will not be let out of technology contract however, ETS will create a separation agreement until March 2018. There has been a contingency plan in place in the budget if we were not going to be allowed out of our contract.
ETS offered to sell us the website. We are in the process of finding out if we can manage the website independently. In the test phase
N. Bowsher made a motion to Accept the separation agreement.
L. D'Hulst seconded the motion.
The board **VOTED** unanimously to approve the motion.

V. Finance

A. OPA Budget for Fiscal Year 2017.

Spencer: We need to approve final budget and approve next years budget.

- IDEA Part B funds have come in
- Spencer gave kudos to Admin for working within the budget (We gave a shout out to Debbie Deem!)

The biggest jump in revenue 8.2 million, actually brought in 8.3 million
Expenses: There were some increases, but nothing substantial.
Forecast percentage- more than 5% ahead of schedule.

L. D'Hulst made a motion to approve the FY17 budget.
S. Shupe seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. OPA Budget for Fiscal Year 2018

- Big jump in revenue came from WPU
- Increase in land trust
- Local replacement

These 3 things gave an increase of $241,000

Local revenue-continuing to be conservative- budgeting 40,000 less than last year's expensenses
Biggest jumps in expenses are salaries
Spencer suggested that OPA is setting up to meet and exceed the 5% for next fiscal year.

1 additional item that we were made aware of at the last audit (401K) was that board will need to vote on stipends, bonuses, or anything about employee yearly contract amount. The board will decide if school is going to make matching contributions to those payouts. It's up to the board to decide what to do.
L. D'Hulst made a motion to Approve the FY18 proposed Budget.
V. Aston seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Certificate of Corporate Resolution

N. Bowsher made a motion to Approve Certificate of Corporate Resoultion NOT TO MAKE PROFIT CONTRIBUTIONS.
S. Ballard seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. E-Rate Resolution

Purchased a fire wall for the school to transition from ETS.
Needs voted on and notarized.
S. Ballard made a motion to Vote to approve or disapprove Resolution for Schools and Libraries Universal Services (E-Rate) for 2017-18. This resolution authorizes filing of the form 471 applications for funding year 2017-18 and the payment of the applicant's share upon approval of funding and receipt of services. PURPOSE.
L. D'Hulst seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Mindplay Reading Program

S. Shupe made a motion to Approval for Mindplay.
V. Aston seconded the motion.
The board **VOTED** unanimously to approve the motion.

F. Ratify Principal Agreement

S. Shupe made a motion to Approve Amie Campbell FY18 agreeement.
L. D'Hulst seconded the motion.
The board **VOTED** unanimously to approve the motion.

VI. Facility

A. Building Cleaning Company

S. Ballard made a motion to Approve Advanced Building Care for service maintance provider.
N. Bowsher seconded the motion.
The board **VOTED** unanimously to approve the motion.

VII. Governance

A. Nominate Board Officers 2017-18

S. Shupe made a motion to Approve the Board Officers for 2017-2018 as follows: Nancy Neider - Past Chair Steve Ballard - Chair Nick Bowsher - Vice Chair Van Aston - Secretary Laura D'Hulst - Treasurer.
V. Aston seconded the motion.
The board **VOTED** unanimously to approve the motion.
2017-2018 OPA Board Officers
Nancy Neider-Past Chair
Steve Ballard-Chair
Nick Bowsher-Vice Chair
Van Aston-Secretary
Laura D'Hulst-Treasurer

VIII. Executive Session

A. Vote to move to Executive Session

S. Ballard made a motion to Go into executive session.
V. Aston seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Vote to exit Executive Session

S. Ballard made a motion to Come out of Closed Session.
V. Aston seconded the motion.
The board **VOTED** unanimously to approve the motion.

IX. 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 6:30 PM.

Respectfully Submitted,
N. Neider