APPROVED

Ogden Preparatory Academy

Minutes

OPA Board Meeting

Date and Time
Thursday August 24, 2017 at 6:30 PM

Location
1415 Lincoln Ave; Ogden, UT 84404

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

Directors Absent
None

Directors who arrived after the meeting opened
N. Neider

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

Guests Present
Monte Hardy

I. Opening Items

A. Record Attendance and Guests

Roll Call Attendance.

B. Call the Meeting to Order

S. Ballard called a meeting of the board of directors of Ogden Preparatory Academy to order on Thursday Aug 24, 2017 at 6:40 PM.

C. Approve Minutes

L. D'Hulst made a motion to approve minutes from the Board Meeting on 06-14-17 Board Meeting on 06-14-17.
N. Bowsher seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Approve Minutes

L. D'Hulst made a motion to approve minutes from the July 19, 2017 Electronic Board Meeting on 07-19-17 July 19, 2017 Electronic Board Meeting on 07-19-17.
N. Bowsher seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Finance

A. Financial Discussion

N. Neider arrived.
Monte Hardy reported on the financial state of the school.
We are currently at 83 days cash on hand.
FY17 should end about 70 days cash on hand. FY18 is projected to end at 89 days cash on hand.
Reviewed the forecast and budget.
S&P Rating review: Monte and Amie worked with the advocates for our review to ensure that they considered the budget plans. We were given a negative outlook rather than a down grade which is great news. We are sitting in a good position going forward. Monte anticipates a stable rating next year.
Monte recommends only moving $200,000 to the PTIF now and moving more in January or February.
School inspection is required every 5 years. Red Apple facilitated the inspection. They did not recommend increasing the repair fund. There are numerous minor repairs to be made. We may need to drop below the 5% reserve to manage those repairs. Monte is confident that we can meet our goals with the potential drop. The maintenance

department will work on bids and plans for repairs, then the Board and Administration will discuss budgetary impacts.

B. Funds transfer to PTIF

N. Neider made a motion to Propose to transfer $200,000 to the PTIF account.
L. D'Hulst seconded the motion.
The board **VOTED** unanimously to approve the motion.

III. State of the School

A. Back To School Report

We need a new oven in the Secondary Kitchen. It is under $5,000.
Back to School night went well with a good turnout.
Parking lot has been good.
Responsibility Based Discipline. Kasey and Teryl went to a training on Responsibility Based Discipline based on the book Roadmap to Responsibilility. All staff members were given a book. We will be conducting book studies throughout the year. Presenters are coming on September 22 to train the entire staff.
Leader in Me. Kim Briggs is moving to Arkansas, so Sonnet VanPatten has taken on the lead role. Shane Pearson and Sonnet VanPatten has unified the two buildings in this program. Amie worked with creating the curriculum for the middle school, and our school is beta testing the curriculum.
AVID: Shane Pearson the new AVID coordinator. Sam Hayman and Shane Pearson are working together on AVID and Science.
DIBELS: State goal is 47.3% making adequate progress. OPA made 94%.
Assessment Changes. Instead of going to the ACT practice tests for 9th and 10th grades, SAGE will remain.
Wildly Important Goals are focused on math this year in both buildings.
We established expectations for common areas. Each teacher is establishing expectations. All expectations based on Be Safe, Be Responsible, Be Respectful, Be Prepared. At the Junior High, the students are setting the expectations.
Teacher break room upstairs was transformed into a Severe Unit.
Security cameras were upgraded. Cameras can be accessed remotely. Gym doors can be locked remotely. Alarm can be set remotely.
New cleaning crew. Gabriel and Maria are great. They work 4-5 hours during the day and then come back in the evening. They help with lunch. They are working on getting their system together.
Debbie has been working on the kitchen system. Breakfast is only at the Elementary. Menus are unified. Gluten free options will be increased. Lunch prices were raised to $2.00.
We hired a new teacher last week for 3rd grade. He is doing great.

IV. Executive Session

A. Closed Session

Executive session was cancelled.

B. Closed Session

V. Governance

A. Bring Your Own Technology

Andrew Smith presented the BYOT procedures.
Acknowledgement of Receipt and Understanding forms were distributed.
Top portion is an acknowledgement of receipt of the procedure of Acceptable Use of School Resources.
The bottom portion is the BYOT acknowledgment and declaration.
No: lose availability of school services on your personal device.
Yes: receive school services on the personal device.
Andrew reviewed the FMX system briefly. Offered access to the Board members for ability to submit support requests.

A. Perez arrived.
A. Perez left.

B. Retreat Review

Large take-aways from the Retreat.
School Goals
Board Focus
Committees
Board Meeting Schedule
October 26, Steve Ballard will be absent. October Board Meeting will be October 17 at 4:30.

C. Committee Review

Committee chairpersons will invite members for the committee in coordination with Administration. Committee members will be invited to come at 5:30. Minutes will be taken on Board on Track. Each chairperson will take brief, bullet-point minutes of their committee meetings.

- Finance: Laura
  - Spencer Adams (Red Apple representative), Amie Campbell
  - Five year financial forecast; Annual to-do list; Capital expenditures plan
- Governance: Nancy
  - New Board Member, Debbie Deem, Possible Member: Katherine Witt
  - Training, Recruiting, Accreditation

- Academic Excellence: Sam
  - Stephanie Mathers, New Board Member
- Development: Nick
  - Kasey Kennington, Possible Members: Sam Hayman, Teresa Hislop, Talyn Debus-Villasenor, Chris Barragan; Sheldon Hinkson
  - Trips, Marketing, Growth, Community Involvement

VI. Closing Items

A. Adjourn Meeting

N. Neider made a motion to adjourn the meeting.
S. Shupe 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 7:39 PM.

Respectfully Submitted,
D. Deem