APPROVED

Ogden Preparatory Academy

Minutes

June Board Meeting

Date and Time
Wednesday June 13, 2018 at 4:30 PM

Location
1415 Lincoln Avenue; 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, T. D'Hulst

Directors Absent
None

Directors who arrived after the meeting opened
S. Shupe

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

Guests Present
S. Adams

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

S. Ballard called a meeting of the board of directors of Ogden Preparatory Academy to order on Wednesday Jun 13, 2018 at 4:35 PM.

C. Approve Minutes

N. Bowsher made a motion to approve minutes from the Board Meeting on 05-01-18 Board Meeting on 05-01-18.
L. D'Hulst seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Finance

A. Financial Report - FY18 Closing

Financial Summary as of May 31, 2018.

- Federal funds have been requested and approved, awaiting receipt.
- Finance committee reviewed budget to find savings. We want each line item to be within 5% of forecast.
- We budget conservatively on revenues.
- Liquor Tax is anticipated to arrive in July.
- USTAR reimbursement request has been submitted.
- 5% Revenue savings goal; we have exceeded the goal in excess of $20,000.

N. Neider made a motion to approve FY18 final proposed budget.
L. D'Hulst seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. FY19 Proposed Budget

Budget based on 1085 students.
Revenue forecasts are budgeted conservatively.
TSSP and Special Education EYS are at 0, because there aren't expenses in the budget to match.
Salary amounts are confident.
S. Ballard inquired about the changes in the Liquor Tax revenue. Budget is based on previous year, and funding is delayed.
Large change to budget in Curriculum due to purchase of Wonders curriculum. The adjustments were made in multiple categories.
5% of revenue savings goal is being maintained.

Expect to see additional savings in expenses and increases in revenue.
S. Shupe arrived.
T. D'Hulst made a motion to approve FY19 proposed budget.
N. Neider seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. PTIF Resolution

State of Utah is requiring schools to implement additional security on PTIF funds.
Resolution indicates 2 parties with access to the funds.
Board president's notarized signature is required.

N. Bowsher made a motion to authorize Laura D'Hulst, Debbie Deem, and Spencer Adams as authorized users of the PTIF account.
N. Neider seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Mag Locks for Elementary

Better building security and access during the day for staff supervising children.
N. Neider made a motion to approve the Peak Alarm Access Control Bid for installation and payment.
T. D'Hulst seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Les Olsen Lease and Service Fees

Trading in 2 machines on the lease of another.
Service fees have been increased (BW), established (color).
N. Neider made a motion to approve the Les Olsen copier lease bid.
S. Shupe seconded the motion.
The board **VOTED** unanimously to approve the motion.

F. Toolbox

L. D'Hulst made a motion to approve the purchase of the Toolbox curriculum for the Behavior Unit not to exceed $6,700.
N. Neider seconded the motion.
The board **VOTED** unanimously to approve the motion.

III. Contracts

A. Speech Therapy

N. Neider made a motion to approve the Something To Talk About Contract.
T. D'Hulst seconded the motion.

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

B. Special Education Consultant Retainer

N. Neider made a motion to approve the Special Education Retainer with Amy Trombetti.
N. Bowsher seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Psychological Testing Services

T. D'Hulst made a motion to accept the bid from Adam Schwebach for psychological testing.
S. Shupe seconded the motion.
The board **VOTED** unanimously to approve the motion.

IV. Board Officers

A. Board Officers

N. Neider made a motion to approve Steve Ballard as Past Chair; Nick Bowsher as Chair; Tyler D'Hulst as Vice Chair and Laura D'Hulst as Treasurer.
N. Bowsher seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Board Membership

Steve Ballard will be contacting interested parties in Board membership.
Steve Ballard will be advertising for open positions.

V. Policies

A. Food Service and Safety Plan Revisions

N. Bowsher made a motion to approve Food Service and Safety Plan revisions.
L. D'Hulst seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Fee Schedule for FY19

T. D'Hulst made a motion to approve the fee schedule.
N. Bowsher seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. CEO Agreement, Evaluation and Bonus Structure

N. Neider made a motion to approve CEO Agreement, Evaluation and Bonus Structure.
L. D'Hulst seconded the motion.
The board **VOTED** unanimously to approve the motion.

D.

Effective Educator Standards

L. D'Hulst made a motion to approve the Effective Educator Standards.
N. Neider seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. FMLA Policy

S. Shupe made a motion to approve the FMLA policy.
N. Neider seconded the motion.
The board **VOTED** unanimously to approve the motion.

VI. Reports

A. CEO Report

- Uniform Growth Goal has been changed from 47+% to 60%. Monitoring will be based on 1st through 3rd grades not just 3rd. Training was required. 2-3 goals for Literacy are required. Board approval will be required in the August or September Board Meeting.
- STT Leads will be doing a data dive on SAGE data on June 20. STT will set goals for next year.
- Facilities and Maintenance: Purchased score board and basketball standards. Will be installing Mag Locks in Elementary.
- School Improvement Plan is required for compliance and accreditation as well as other reviews.
    - 17-18 Celebrations were reviewed.

T. D'Hulst inquired about the 2nd grade DIBELS low scores. 2 leaving teachers were primarily responsible.

VII. Executive Session

A. Enter Executive Session

N. Bowsher made a motion to enter closed session to discuss the reputation, character, or mental or physical health of an individual, but not his or her professional competence.
L. D'Hulst seconded the motion.
The motion did not carry.

Roll Call

T. D'Hulst	Aye
N. Bowsher	Aye
S. Shupe	Aye
L. D'Hulst	Aye
N. Neider	Aye
S. Ballard	Aye

B. Exit Executive Session

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

Roll Call	
L. D'Hulst	Aye
N. Neider	Aye
N. Bowsher	Aye
T. D'Hulst	Aye
S. Ballard	Aye
S. Shupe	Aye

C. CEO Bonus

T. D'Hulst made a motion to approve CEO bonus percentage as 5% for FY18.
N. Neider seconded the motion.
The board **VOTED** unanimously to approve the motion.

VIII. Closing Items

A. Adjourn Meeting

N. Neider 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 5:40 PM.

Respectfully Submitted,
D. Deem