APPROVED

Ogden Preparatory Academy

Minutes

OPA August Board Meeting

Date and Time
Thursday August 23, 2018 at 4:30 PM

Location
1435 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, S. Ballard, S. Shupe, T. D'Hulst

Directors Absent
None

Directors who arrived after the meeting opened
L. D'Hulst

Ex Officio Members Present
A. Campbell, D. Deem, S. Mathers

Guests Present
Jeff Biesinger

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

N. Bowsher called a meeting of the board of directors of Ogden Preparatory Academy to order on Thursday Aug 23, 2018 at 4:30 PM.

C. Approve Minutes

T. D'Hulst made a motion to approve minutes from the June Board Meeting on 06-13-18 June Board Meeting on 06-13-18.
S. Ballard seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Approve Minutes

S. Shupe made a motion to approve minutes from the Electronic Board Meeting on 08-02-18 Electronic Board Meeting on 08-02-18.
T. D'Hulst seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Finance

A. Financial Review

Jeff Biesinger was in attendance for Spencer Adams.

- Recommendation for PTIF transfer.
  - Increase in interest.
  - Maintaining enough in account for 1 month allotment.
- Standard and Poor review
  - Need to maintain enrollment.
  - Looking at 3 year average of Days Cash on Hand. FY18 isn't included because the audit is not completed.
- Budget
  - Front loaded costs account for "red" lines.
  - Revenues
    - Approximately $47,000 more than anticipated.

L. D'Hulst arrived.

B. Transfer to PTIF

L. D'Hulst made a motion to transfer $300,000 to PTIF fund.
S. Shupe seconded the motion.

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

C. Early Literacy Plan Approval

Stephanie Mathers presented plan.

New initiative from USBE requires an Early Literacy Plan.
Plan was created by a team from OPA including Administrators, coaches and teachers.
Plan has been tentatively approved by USBE.
Plan includes guidelines for instructional time.

New Wonders Curriculum has been integral in the plan.

- Three Target Goals
  - DIBELS composite
  - Reduce the number of students who stay on well-below benchmarks
  - Phoneme fluency

Uniform Growth Goal is still there. It has expanded from 3rd grade to all K-3 grades.
S. Ballard made a motion to approve the OPA Early Literacy Plan for 2018.
T. D'Hulst seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Trust Lands Additional Allotment

OPAPO acts as the community council and voted to move the additional funds to the Wonders Curriculum.
Board needs to ratify that decision.
S. Ballard made a motion to take recommendation of OPAPO and Community Council for the additional Trust Land allotment.
L. D'Hulst seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. S & P Update

See Finance Review discussion.

Monty Hardy does a good job mediating in our behalf.
We have the review annually.

III. Reports

A. Recap Board Retreat

- New Board member request posting; Steve Ballard is managing the resumes and interviews.

- 2 potential candidates for interviewing
- Post on social media for additional applicants
- Close on September 14.
- Interviews September 20 at 3:30 pm.
- Potential to add 2 board members and 1 community member.

• Posted RFP for a Marketing Plan; no response
- Nick will send RFP to board members for forwarding.

• New Pre-Board schedule has been established. Amie will add to the calendar.
• Board Goals were distributed and reviewed.
- New Board Members
- Oversight
- Sponsorship packets

• Committee Plans and Goals
- Please email 3 goals to Nick by September 7.
- Committee reports presented in September meeting.
- Amie can assist with committee membership.

B. CEO Report

• Summer Facilities
- Cement is in and has been great.
- Another window was broken and is being fixed.
- Classroom moves have taken place due to new hires.

• New Hires
• Academic Activities
- Amie and Beth met with all teacher teams to discuss data and set goals for improvement. Reporting system was established.

• Events
- Back to School
- Soccer, boys
- Volleyball, girls
- Cross Country

• New Dashboard is up and running.
- Migrated to new server.

Steve Ballard:
Welcome back email from a teacher that included all parent emails.
Another teacher blind copied the welcome email.

Samantha Shupe:
Requested that the school calendar be a Google calendar for easy upload.

IV. Closing Items

A.

Adjourn Meeting

S. Ballard made a motion to adjourn the meeting.
T. D'Hulst 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 5:03 PM.

Respectfully Submitted,
N. Bowsher