APPROVED

Ogden Preparatory Academy

Minutes

OPA September Board Meeting

Date and Time
Thursday September 20, 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, S. Ballard, S. Shupe, T. D'Hulst

Directors Absent
None

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

Guests Present
N. Neider, S. Adams

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 Sep 20, 2018 at 4:30 PM.

C. Approve Minutes

S. Shupe made a motion to approve minutes from the OPA August Board Meeting on 08-23-18 OPA August Board Meeting on 08-23-18.
T. D'Hulst seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Board Hearing

A. Enter Executive Session to protect the privacy of an individual.

S. Ballard made a motion to go into closed session to discuss an individual.
T. D'Hulst seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

N. Neider arrived.
S. Adams left.

B. Exit Executive Session

S. Mathers left.
N. Neider left.
T. D'Hulst made a motion to exit closed session.
L. D'Hulst seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

C. Determination of Student's Status

S. Ballard made a motion to allow the student in question to be readmitted to school and continue with behavior plan.
T. D'Hulst seconded the motion.
The board **VOTED** unanimously to approve the motion.

III. New Board Members

A. New Board Members

T. D'Hulst made a motion to Approve 3 new board members: Stefanie Zwygart Josue Rojas William Davis.
S. Shupe seconded the motion.
The board **VOTED** unanimously to approve the motion.

IV. Finance

A. Financial Review

Spencer Adams, Red Apple Financial
Reviewed school financial position.
106 Days Cash on Hand currently, with a goal to continue to increase.

V. Board Training

A. Review Board Governing Compliance Rubric

Amie Campbell reviewed Charter School Compliance framework.
Amie included framework documents in the Board packet.
Brett Phillips has requested some information. He has contacted Steve. We provided the Board minutes to him. He will continue to request information of the Board.
We are in compliance, and we need to continue to comply.

CSAF Performance Indicators document lists indicators under review.
Retention is included in the indicators.
Amie would like to drill down to determine which reasons for students leaving are under School control, so they can be targeted.
It was recommended a sub-committee of the Academic Committee be created to study retention.

VI. Reports

A. CEO Report

State Assessment Release is included in Board documents.

- Fall Facilities
  - Carpet repairs have been made.
  - Looking at installing carpet squares for easier replacement.
  - Cabinetry - converted computer lab to 3rd grade classroom.
  - Replaced desks and chairs.
- DIBELS testing ended today. Working on uploading data. It will be in the dashboard.
  - CTTs set goals for data. Amie is meeting with the teachers regularly to help them use data.
- Staff Training
  - Fight back training for active shooter. Training staff to disarm/fight as a last resort. Teachers were required to attend, but not required to participate in practice. Most staff practiced. Teachers were given tools to use if they choose to use them. We are looking to bring the trainers in to do an assembly for students.
- Trailer roll-over on Oregon Trip
  - Parent chaperone rolled the borrowed trailer of another parent. Trailer was not insured. We are working on replacing the trailer. All parties have been respectful. We would like to consider purchasing a school trailer and tow vehicle. The Board will make an analysis of possible outcomes and create checklists for scenarios.
- Events
  - Parent Teacher Conferences today and tomorrow.
  - Title I annual parent meeting tomorrow morning; additional meeting in conjunction with October PTC.
  - Family Art nights have started.
  - Soccer is doing well. First lost yesterday.
  - Cross Country is seeing lower numbers than past years; however, those involved are doing well.
  - Young Runners will start mid-October on Thursdays.
  - OPAPO Carnival will be October 11.
  - Fun Run will be October 13.

B. Finance Committee Report

Goals met:

- 100 Days Cash on Hand
- S&P stable rating

New goals:

- 150 days cash on hand; 3 years to meet
- 3 year projection

- Maintain S&P outlook
- Increase teacher salary schedule

Obstacle:

- Enrollment

C. Governance Committee Report

Focus: training new board members.

- Training packets
- Policy binders

D. Academic Excellence Committee Report

Goal:

- Create a shared definition of Academic Excellence (present in October Board Meeting).
- Create consistent way for Board to monitor academic measures through OPA Data Dashboard. Dashboard will be included in monthly Board packets.
    - Tracking student retention and promoting
        - Retention of 9th graders
        - Advertising to younger grades and parents; starting with 4th grade.
- Increasing Math Scores
    - Working on data dive.
    - Looking at curriculum:
        - Engage New York
        - i-Ready
    - PD Priority
- Offering additional credit with a flex schedule for minimum day Fridays.

E. Development and Marketing Committee Report

Goals

- Sponsorship packet to encourage sponsorships.
- Marketing Plan
    - Internal
    - External
    - Recruiting marketing groups; still accepting proposals.
        - Add to OPA media sources.
- Internal audit process for policies to verify compliance.
- OPAPO Liaison to report to the Board.

F. Technology Task Force Report

No current projects to report.

G. Marketing Update

See Development and Marketing.

H. Math Task Force

See Academic Excellence.

I. Board Accountability/Compliance Task Force

See Training.

J. Board Goals Update

Nick quickly reviewed goals.
Discussed possibility of mid-year Board work session.

VII. Policies

A. Discrimination Policy

S. Ballard made a motion to approve all policies on agenda.
T. D'Hulst seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Food Service Program and Safety Plan

C. Jury Duty Policy

VIII. 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 6:27 PM.

Respectfully Submitted,
N. Bowsher