APPROVED

Ogden Preparatory Academy

Minutes

OPA March Board Meeting

Date and Time
Thursday March 21, 2019 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
J. Rojas, S. Zwygart, W. Davis

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

Guests Present
Darby Evans, Elizabeth Callison, S. Adams, Whitney Means

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 Mar 21, 2019 at 4:30 PM.

C. Approve Minutes

S. Shupe made a motion to approve minutes from the OPA January Board Meeting on 01-24-19 OPA January Board Meeting on 01-24-19.
T. D'Hulst seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Executive Session: Student Hearings and Staff Review

A. Enter Closed Session

T. D'Hulst made a motion to enter closed session to discuss the reputation, character, or mental or physical health of an individual.
L. D'Hulst seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

S. Zwygart	Absent
S. Ballard	Aye
N. Bowsher	Aye
W. Davis	Absent
T. D'Hulst	Aye
S. Shupe	Aye
L. D'Hulst	Aye
J. Rojas	Absent

B. Exit Closed Session

S. Shupe made a motion to exit closed session from discussing the reputation, character, or mental or physical health of an individual.
T. D'Hulst seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

W. Davis	Absent
S. Ballard	Aye
J. Rojas	Absent
N. Bowsher	Aye
T. D'Hulst	Aye
S. Shupe	Aye
S. Zwygart	Absent
L. D'Hulst	Aye

K. Kennington left.
S. Mathers left.

III. Finance

A. Financial Review

Spencer Adams reviewed the financial summary.

- Local funds are red, but closely aligned to forecast.
- Federal funds were requested last week, so we anticipate them coming in next allotment.
- Operating margin goal is 5%, we are currently operating at 5.1%
- Enrollment is holding steady.

B. RCD Training Approval

T. D'Hulst made a motion to approve RCD proposal for $9,500.
L. D'Hulst seconded the motion.
The board **VOTED** unanimously to approve the motion.
Discussed the option of training the trainer. Administration is still gathering information to complete cost analysis.

C. Parking Lot Surfacing

S. Ballard made a motion to approve the maintenance of the parking lot up to $23,000.
S. Shupe seconded the motion.
The board **VOTED** unanimously to approve the motion.

IV. Reports

A. CEO Report

- Presented YMCA MOU.
- Land Trust. OPAPO serves as Community Council. Board needs to approve the plan.
- Collecting sponsorship information from teachers.
- Preparing for Spain. Amie is personally paying to take Ryan Campbell.
- Reviewed Legislative Outcomes.
- Enrollment. Currently; 1071. Will be at 1100 for FY20 with current trends.
- DIBELS report review.
- Staff participated in trauma training last week.
- State compliance status review.
- Young Runners, Girls' Soccer and Boys' Soccer is currently working.

S. Ballard made a motion to pass School Land Trust Plan.
L. D'Hulst seconded the motion.

The board **VOTED** unanimously to approve the motion.
S. Adams left.

B. Academic Excellence Committee Report

- Samantha Shupe reviewed the Data Dashboard.
- Things implemented this year
  - Wonders Curriculum
  - Amie's data meetings with CTTs.

C. Math Task Force Report

- First year for i-Ready.
  - All students took i-Ready diagnostic.
  - Teachers can identify needed interventions.
- Math Vertical Team will be paring down Engage New York to make it more accessible.
- 10-13 teachers took Mathematical Mindsets. Cami Parry has been following-up on that training.
- Cami Parry has implemented a math newsletter/blog to assist teachers with Mathematical Practice Standard implementation.
- Data Dive will occur after new data is collected. They will look at grades 3, 5, 8.

D. Development and Marketing Committee Report

- Waiting for marketing analysis results.
- Will meet after Spring Break to review sponsorship packet development.
- Online component for sponsorships is being developed.

V. Policies

A. Adult Education

We do not have an adult education education program, nor do we have plans to develop one.

B. Work-Based Learning Programs

We do not have a work-based learning program, nor do we have a desire to develop one.

C. Audit Policy

Samantha Shupe wants to maintain the audit committee. It could be the finance committee.
Finance committee will discuss the auditor and make recommendations to the Board for approval. It will be placed on the Board agenda prior to beginning of year.
Debbie will review the policy.

S. Shupe made a motion to table for revision.
T. D'Hulst seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Substitute Teacher Policy

S. Ballard made a motion to approve Substitute Teacher policy.
T. D'Hulst seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Foreign Exchange Students and Guests Policy

S. Shupe made a motion to approve Foreign Exchange Students and Guests policy.
L. D'Hulst seconded the motion.
The board **VOTED** unanimously to approve the motion.

F. Policy, Procedure, and Template Creation, Adoption, and Revision

T. D'Hulst made a motion to approve Policy, Procedure, and Template Creation, Adoption, and Revision policy.
S. Shupe seconded the motion.
The board **VOTED** unanimously to approve the motion.

G. Procurement Policy

S. Ballard made a motion to approve Procurement policy.
L. D'Hulst seconded the motion.
The board **VOTED** unanimously to approve the motion.

H. Purchasing and Disbursement Policy

S. Ballard made a motion to approve Purchasing and Disbursement policy.
S. Shupe seconded the motion.
The board **VOTED** unanimously to approve the motion.

I. Constitutional Freedoms Policy

T. D'Hulst made a motion to approve Constitutional Freedoms policy.
L. D'Hulst seconded the motion.
The board **VOTED** unanimously to approve the motion.

J. Student Education Plans Policy

S. Shupe made a motion to approve Student Education Plans policy.
T. D'Hulst seconded the motion.
The board **VOTED** unanimously to approve the motion.

K. Administration of Medication Policy

S. Ballard made a motion to approve Administration of Medication policy.
T. D'Hulst seconded the motion.
The board **VOTED** unanimously to approve the motion.

VI. 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 6:06 PM.

Respectfully Submitted,
N. Bowsher