APPROVED

Ogden Preparatory Academy

Minutes

OPA Board Meeting

Date and Time
Thursday September 19, 2019 at 4:30 PM

Location
1415 Lincoln Avenue

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
J. Rojas, N. Bowsher, S. Ballard, S. Shupe, S. Zwygart, T. D'Hulst, W. Davis

Directors Absent
None

Directors who arrived after the meeting opened
T. D'Hulst

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

Guests Present
Joylin Lincoln, S. Adams

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

W. Davis called a meeting of the board of directors of Ogden Preparatory Academy to order on Thursday Sep 19, 2019 at 4:33 PM.

C. Approve Minutes

N. Bowsher made a motion to approve minutes from the OPA Board Meeting on 08-15-19 OPA Board Meeting on 08-15-19.
S. Zwygart seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Public Comment

A. Opportunity for Public Comment

Joylin Lincoln came to observe the Board from UPACS.
Thank you for your membership and support.

III. Finance

A. Financial Review

Spencer reviewed our financial statements.
There are some revenues that are behind and some expenses that are ahead, but nothing unexpected.
We should be able to start requesting federal funds in the next month.
Ratios look good.
125 days cash on hand.
Finance meeting discussion: we would like to split days cash on hand figures for restricted and unrestricted, so we have a true picture of spendable cash. William inquired on when this report would be split, Spencer anticipates having the information to split the report by next month's meeting. William requested the new report will show both the current reporting of Days Cash on Hand as well as the unrestricted Days Cash on Hand.
Spencer will update enrollment numbers.
Samantha inquired about enrollment currently.
Spencer discussed the option of having a floor and ceiling for moving funds in and out of the PTIF funds monthly. Spencer recommends setting the ceiling at $850,000 and the floor at $300,000. Samantha inquired if Spencer reviewed the history of February as it is typically a low funds month. William explained the benefit of getting the increased interest from the PTIF funds. Samantha is concerned about having individual board votes for each transfer. The PTIF funds would be reported on the financial summary.

Nick inquired about the risk involved. Spencer assured the board that there were no risks.
Stefanie wished to review the February report. William wanted to know how much would need to be pulled if we hit the floor. Spencer said it depends on when the allotment was scheduled. Stefanie inquired about fees for moving the funds; there are no fees.
Samantha asked Debbie to create an official policy for the board based on the vote.

T. D'Hulst arrived.

B. Financial Recommendation for Moving Money to PTIF

S. Ballard made a motion to create a policy for moving money in and out of the PTIF fund with a ceiling of $850,000 and a floor of $300,000.
N. Bowsher seconded the motion.
The board **VOTED** unanimously to approve the motion.

IV. School Update

A. State of the School and Goals

- Kasey; Elementary:
  - Acadience Reading (DIBELS) is completed, so teachers are starting to use the data.
  - Leader in Me. Annie MacKay has headed the committee with the help of others. She is making videos with the Eagle Team which are shared with teachers. Annie provides teachers with curriculum. We are seeing an increase in fidelity. 10 teachers were at LIM training today and will go again in October.
- Stephanie
  - Redwoods:
    - 35 students, 19 adults
    - 2 hikes: 11.8 miles, 2.8 miles each
    - kayaking
    - Botany, weather lesson as well as others
    - We will work on student recruitment for next year.
    - Nick wondered why the attendance was so low. Samantha thought the timing was soon. The service project was early.
    - Fee waiver eligibility language was added on all field trip forms. Teresa Hislop works hard to make sure students can come.
  - Athlete eligibility procedure
    - The growth of sports has increased the number of staff members involved in sports.
    - London Hunt is the Athletic Director.
    - Many area schools use an eligibility procedure of using the previous term. We are not comfortable with that as it weakens our opportunity

to work with students throughout the season. Applying this rule would eliminate 60% of current soccer team.
        - Garey Kent, Student Academic Mentor, and Stephanie work together to pull student grades and citizenship to support the school mission.
        - The conversations with students are positive and motivating. Stephanie is working with coaches to have similar conversations.
        - Stephanie would like Board members to direct parents to her with concerns.
        - We are seeing positive outcomes from the procedure so far.
        - The Board is supportive.
    - William requested information about technology implementation.
        - Smart Boards are in. Installation was difficult. We are looking at installation options.
        - 1:1 devices in the JH is working. They are designed to be dropped and survive. There were some parent concerns. We are not seeing concerns about breakage.
        - Samantha inquired about internet with increased devices. Stephanie discussed ERate and possible internet updating. So far we are seeing any concerns.

B. Utah Parent Center Charter Coallition

Special Education department joined this coalition.
Samantha asked about how parents contact the center, and how the information is distributed.
Stefanie asked if they can come educate the the Board on what center does.
How will effectiveness be measured? How are they tracking parent involvement?

C. Exhibit A

Updated Exhibit A. We have been working with the State. We discussed most changes with the Board previously. The State suggested more changes. Goals have not changed. It will be presented to the State Charter Board on November 14. Administration will determine which Board member is required to attend.

S. Shupe made a motion to approve the Exhibit A.
N. Bowsher seconded the motion.
The board **VOTED** unanimously to approve the motion.

V. Board Training

A. Students from Poverty

Stephanie presented a training on An Intro to a Framework for Understanding Poverty.

Garey Kent and Sherlene Hillan distribute pantry packs from the Catholic Community Services. Stefanie suggested looking into making it whole school with an option to give back.
S. Adams left.

VI. Academic Excellence

A. Academic Committee Report

Waiting on test scores. Will have report next month.

VII. Growth and Development

A. Development Committee Report

Stefanie asked Nick for previous goals. She will meet with Administration to develop new goals.

VIII. Governance

A. Governance Committee Report

Nick will email Tyler his goals.
Nick is still working on marketing plan.
Nick, Steve and Samantha will meet about the CEO plan/structure.

IX. Policies

A. Animals Inside the School

Samantha would like to include vaccination records if possible for animals in the classroom.
Nick suggested the parent notification form to include permission for handling.
S. Ballard made a motion to table the policy for revisions.
N. Bowsher seconded the motion.
The board **VOTED** unanimously to approve the motion.

X. Closing Items

A. Adjourn Meeting

N. Bowsher made a motion to adjourn the meeting.
S. Ballard 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 5:45 PM.

Respectfully Submitted,
W. Davis