

APPROVED



OGDEN PREPARATORY  
ACADEMY

## Ogden Preparatory Academy

# Minutes

## OPA Remote Board Meeting

---

### **Date and Time**

Thursday April 16, 2020 at 4:30 PM

### **Location**

For instructions on accessing the remote meeting, please contact Stephanie Wright, [swright@ogdenprep.org](mailto:swright@ogdenprep.org)

---

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**

N. Bowsher (remote), S. Shupe (remote), S. Zwygart (remote), T. D'Hulst (remote), W. Davis (remote)

### **Directors Absent**

J. Rojas, S. Ballard

### **Ex Officio Members Present**

D. Deem, K. Kennington (remote), S. Mathers (remote)

### **Non Voting Members Present**

D. Deem, K. Kennington (remote), S. Mathers (remote)

### **Guests Present**

---

S. Adams (remote), S. Wright (remote), T. Young (remote)

---

## 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 Apr 16, 2020 at 4:33 PM.

### C. Approve Minutes

N. Bowsher made a motion to approve the minutes from OPA Board Meeting on 03-19-20.

S. Zwycart seconded the motion.

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

## II. Public Comment

### A. Opportunity for Public Comment

No public present for comment.

## III. Finance

### A. Financial Review

Spencer Adams reviewed the current financial statement.

1. Local revenue is showing red due to the trips reimbursements. We will adjust the forecast.
2. We are above the goal for our budget detail by over \$100,000. That will adjust as we adjust the forecast of various line items.
3. S&P is putting all schools on a negative outlook due to the current economy. This is not a downgrade. 4% savings is a good goal, closer to 5% will be helpful.
4. We discussed having new employee paychecks start on August 20, rather than September 5.

### B. Repair or Replacement of HVAC unit #30

Board members asked about warranty on a new item.

We do have a service agreement with the company.

Table. Get 2 quotes, and warranty information.

N. Bowsher made a motion to Table to next meeting to get additional quotes.

S. Zwycart seconded the motion.

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

#### IV. School Update

##### A. State of the School and Goals

Administration reviewed the Administrative Board Report and discussed changes due to the end of year dismissal.

##### B. E-Rate

Stephanie Wright reviewed the bids for E-Rate from three companies.

Frubu

NetDiverse

H-Wire

The Board asked multiple questions of clarification. Bill Davis will work with Stephanie Wright to finalize the agreement.

Spencer Adams left the meeting.

N. Bowsher made a motion to approve the Frubu proposal up to \$23,000.

S. Zwygart seconded the motion.

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

#### V. Executive Session

##### A. Enter Closed 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.

S. Shupe seconded the motion.

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

##### Roll Call

S. Zwygart Aye

T. D'Hulst Aye

J. Rojas Absent

S. Ballard Absent

N. Bowsher Aye

S. Shupe Aye

W. Davis Aye

##### B. Exit Closed Session

S. Zwygart made a motion to exit closed session.

T. D'Hulst seconded the motion.

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

##### Roll Call

S. Ballard Absent

**Roll Call**

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

**VI. Academic Excellence**

**A. Academic Committee Report**

Nothing to report.

**VII. Growth and Development**

**A. Development Committee Report**

Nothing to discuss.

**VIII. Governance**

**A. Governance Committee Report**

Nothing to report.

**IX. Policies**

**A. Pandemic Plan**

N. Bowsher made a motion to approve Pandemic Plan Policy.  
S. Shupe seconded the motion.  
The board **VOTED** unanimously to approve the motion.

**X. Other Business**

**A. Discussion**

2 new board members were interviewed for open positions.  
Molly E. Ward  
Sara Mejeur  
Will ratify positions in May.

**XI. 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 6:00 PM.

Respectfully Submitted,  
W. Davis