APPROVED

Ogden Preparatory Academy

Minutes

OPA Board of Directors Meeting

Date and Time
Thursday October 14, 2021 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
J. Howell, M. Swenson, M. Ward (remote), S. Zwygart, T. D'Hulst, W. Davis

Directors Absent
S. Mejeur

Ex Officio Members Present
A. Perez, D. Deem, K. Kennington, S. Mathers (remote)

Guests Present
E. Callison, S. Adams, S. Wright, T. Young

I. Opening Items

A.

Record Attendance

B. Call the Meeting to Order

S. Zwygart called a meeting of the board of directors of Ogden Preparatory Academy to order on Thursday Oct 14, 2021 at 4:36 PM.

C. Approve Minutes

T. D'Hulst made a motion to approve the minutes from OPA Board of Directors Meeting on 09-09-21.
W. Davis seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Consent Calendar

T. D'Hulst made a motion to Ratify all Votes from August and September meeting.
J. Howell seconded the motion.
One vote to ratify all the votes from the August and September meeting.

The board **VOTED** unanimously to approve the motion.
T. D'Hulst made a motion to Approve the policies on the consent calendar.
J. Howell seconded the motion.
There were no updates needed on these policies.
The board **VOTED** unanimously to approve the motion.

II. Executive Session

A. Enter Closed Session

W. Davis made a motion to Enter closed session to protect the privacy of an individual.
T. D'Hulst seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

J. Howell	Aye
S. Zwygart	Aye
M. Swenson	Aye
W. Davis	Aye
T. D'Hulst	Aye
S. Mejeur	Absent
M. Ward	Aye

B. Exit Closed Sesssion

J. Howell made a motion to Exit Closed Session.
T. D'Hulst seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

W. Davis	Aye
S. Zwygart	Aye
M. Swenson	Aye
T. D'Hulst	Aye
J. Howell	Aye
S. Mejeur	Absent
M. Ward	Aye

C. Decision(s) made during closed session.

T. D'Hulst made a motion to Approve the decision made during closed session.
J. Howell seconded the motion.
The board **VOTED** unanimously to approve the motion.

III. Finance

A. Financial Review

Spencer presented the finance report.

- Revenues
  - Not abnormal to have only 6.6% of federal. This does take a while.
  - This includes the ESSER funding
- Expenses
  - Trending a little high in some areas, but that is normal for this time of year
- Enrollment
  - Is trending up this month
  - Do emphasize Oct 1, but we also pay attention to the monthly enrollment as well. Important to keep it up throughout the year for the average

Discussion:

- Still will make some adjustments to the ESSER funding
- The new dashboard doesn't include the account, but that info can be added in board report

B. Outdoor Learning Center

T. D'Hulst made a motion to Approve under $32,000 to spend on the outdoor learning center.
W. Davis seconded the motion.

- The pavilion we were interested in did not provide cement.

- We reached out to companies for a bid on the cement proposal. Only heard back on one bid. This company was recommended from the Pavilion company. This will include the footings.
  - Want to wait and get more bids
  - This is quite expensive
- Discussed budgets the money it will come out of
- Discussed the purpose
  - Make garden space look better
  - Outdoor space for classes to meet
  - Provide a community space

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

C. Elementary Sound System

Table this until November.
Want to make the information more clear before making a decision.

IV. Administrative Report

A. Administrative Board Report

-Elementary After School Program

- 58 Elementary enrolled, about 30 each day. The days vary on attendance
  - Discussed adding enrollment for our wait list. They are trying to update as they go
- Daily tutoring - broken into grade bands
- 4H Club will be starting

-BOY Testing Completed
-Signature Programs

- AVID - College Week this week. Parent Night was Yesterday
- LIA - Tutors have been trained from coaches when they come over the Elementary
- OPA Athletics - Finished for the Fall Season

-Submissions and Grants updates
-Compliance updates
Oct 1 submission is complete and error-free
Enrollment 1037, but now is 1043
-Free & Reduced Forms are down, there isn't an incentive to do this with the free lunches this year
-Board Surveys - are out and live. Will have results next month
-COVID numbers
-Human Resources Updates

-Oregon Field Trip

- Went really well. All the equipment was there and ready to go when students arrived
- No accidents, and no one got sick
- New events/trips that felt more science-related

-Events

- LIA is putting on a Trunk or Treat on Oct 29th in the front parking lot/field
- JH Dance on the 29th after the Trunk or Treat
- Red Ribbon Week starts Oct 25th
- Spanish Dept - Day of the Dead Celebration Week of Nov 1
    - Alter, art class, and lessons embedded throughout the week

B. LEA License Approval

W. Davis made a motion to Approve the LEA Specific Licenses listed.
J. Howell seconded the motion.
More teachers who were not able to get LEA License by Oct 1 we need to get approval for.

- Discussed how/why we hire people without licenses
    - Sometimes the applicants are not highly qualified
    - Need more time to get the paperwork for these AEL licenses

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

C. Training on Local Health Trends

Training about local Health Trends attached.
No questions to discuss at this time.

D. Training on Elementary Signature Programs

Leader in Me Overview presented by Kasey Kennington

V. Policies

A. Policies

T. D'Hulst made a motion to Approve all the discussed policies.
J. Howell seconded the motion.
1. Board Member Agreements - Template, no votes necessary
    Will need to sign
2. Enrollment and Lottery Policy - Updates to Exhibit A and Bylaws

3. Donations and Fundraiser Policy - In compliance, but updated to match the state model policy.
4. Bullying and Hazing Policy - Follows the state model policy
5. Personal Use of School Equipment Policy - NEW
6. Building Use Policy
    -Want to be accessible to the community
    -There are expenses associated with renting out the building
    -We want to use a digital scheduler

Discussion: How do we want to price this?
-Came up with a proposed table to charge.
-Do we want to use this a source of revenue, or can we provide something to community? This does include some of our students so it does benefit our community.

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

VI. Committees

A. Board Committees

-Committee assignments were created
    Stephanie will send out this information
    Need to meet to go over goals for next board meeting.
-Make sure to update contact information
-Complete the annual required Trainings by next board meeting

VII. 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 5:59 PM.

Respectfully Submitted,
S. Zwygart