APPROVED

Ogden Preparatory Academy

Minutes

OPA Board of Directors Meeting

Date and Time
Thursday November 10, 2022 at 4:30 PM

Location
1435 Lincoln Avenue
Ogden UT 84404

The Mission of the Ogden Preparatory Academy Charter School is to provide a challenging curriculum where academic excellence, character development, and individual growth are nurtured in a safe and happy environment that involves the active participation of students, teachers, parents and community members.

Directors Present
J. Howell, S. Mejeur, S. Zwygart (remote)

Directors Absent
M. Swenson, W. Davis

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

Guests Present
S. Adams, S. Wright, Spencer Adams, T. Young

I. Opening Items

A.

Record Attendance

B. Call the Meeting to Order

S. Mejeur called a meeting of the board of directors of Ogden Preparatory Academy to order on Thursday Nov 10, 2022 at 4:33 PM.

C. Approve Minutes

J. Howell made a motion to approve the minutes from OPA Board of Directors Meeting on 10-13-22.
S. Zwygart seconded the motion.
The board **VOTED** to approve the motion.

D. Opportunity for Public Input

No public Input

II. Finance

A. Financial Review

- Still haven't trued up the allotment from the Oct 1st count.
- Discussed Revenues
- Discussed Expenses - specifically the construction costs and why it's so high.
- Discussed Ratios

B. Parking Lot Lights

S. Zwygart made a motion to approve the replacement of parking lot lights.
J. Howell seconded the motion.
The parking lot is not well-lit. There are only a couple lights that still function.

Bid to replace with LED lights to be brighter.
The board **VOTED** to approve the motion.

III. Administrative Report

A. Administrative Board Report

- Academics
- School Report Card - It is public and published to our website
- AVID observation and visit - they have asked that we consider becoming a showcase school.
- LIA - had the Trunk or Treat activity and has started the tutoring at the elementary.
- First basketball game tonight
- Grant Reporting/Applications update. Big submission time for that

- Looking for grants/partnerships going to be able to continue the After School Program and be able to keep it free.
- All of the data privacy and metadata dictionary has been updated for the year
- Title III visit from the state - they will send a report of what they saw
- Early Childhood Center - a little bit ahead of schedule!
    - Looking for funding for preschool start-up and getting that going
    - Playground has been selected
- Family Engagement Committee met last month
- Board Surveys went out and the administration will meet to discuss at next meeting
- Staffing Updates
- Sunshades were up, and now taken down
- Trees will be finished planting in the Spring, as well as upgrading the sprinkler system
- Enrollment and Wait List. Still pulling numbers from the lottery.

B. PBIS Plan Presentations

J. Howell made a motion to approve the PBIS plans as presented.
S. Zwygart seconded the motion.
PBIS Coordinators are here to present the plan

- Coleman Baker
- Rylee Kiernan

PBIS - not a curriculum or program. It's a commitment to helping students with academic, emotional, and mental health needs. To assist in the school's culture for staff, students, and staff members in helping students grow. Meeting their needs to make sure they get what they need. This is for all behaviors.

Section 1: Implementation of PBIS
Section 2: Teaching Social Emotional Resilience
Section 3: Extracurricular ACtivities and Volunteer Opportunities

Discussed what this looks like in the Junior High and the Elementary buildings. Went through the tiers (1-3).
The board **VOTED** to approve the motion.

IV. Policies

A. Policy Updates

J. Howell made a motion to approve the updates/revisions/reviews of the policies as stated.
S. Zwygart seconded the motion.

- Student and Parent Handbook
    - page 14 addressing the nose piercings/body piercings
- Erate procurement policy - no changes just needs to be reviewed and updated
- Record Retention
- Parent and Family Engagement - a lot of updates made for this year to as we are updating and changing things. Such as a family engagement coordinator and committee.
- Procurement Policy - up for review. Addition was curriculum purchases are a separate policy.
- Accommodations for Nursing Mothers - it is in compliance, but needs updated language.
- Gender Identity and Inclusion - discussed the background of this policy. It is what we are doing in practice, but we did want a policy in writing.

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

B. Board Communication Policy and Procedures

J. Howell made a motion to approve the board communication policy.

- New policy - important to have a policy for when the board receives an email and clearly define. That way all board members will be on the same page.

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

V. Executive Session

A. Enter closed session.

J. Howell made a motion to enter into closed session to protect the privacy of an individual.
S. Zwygart seconded the motion.
The board **VOTED** to approve the motion.

Roll Call	
S. Zwygart	Aye
J. Howell	Aye
M. Swenson	Absent
S. Mejeur	Aye
W. Davis	Absent

B. Exit Closed Session

S. Zwygart made a motion to come out of closed session.
J. Howell seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

S. Mejeur	Aye
W. Davis	Absent
J. Howell	Aye
S. Zwygart	Aye
M. Swenson	Absent

C. Board Officer

S. Zwygart made a motion to approve Jessica Howell as the vice chair.
J. Howell seconded the motion.
The board **VOTED** to approve the motion.

D. Director Evaluation

S. Zwygart made a motion to approve the director evaluation.
J. Howell seconded the motion.
The board **VOTED** 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 5:33 PM.

Respectfully Submitted,
S. Mejeur