APPROVED

Ogden Preparatory Academy

Minutes

OPA Board of Directors Meeting

Date and Time
Thursday March 9, 2023 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, M. Swenson, S. Mejeur, W. Davis (remote)

Directors Absent
E. Trevino, S. Zwygart

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

Guests Present
S. Adams, S. Wright

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 Mar 9, 2023 at 4:35 PM.

C. Approve Minutes

J. Howell made a motion to approve the minutes from OPA Board of Directors Meeting on 02-09-23.
M. Swenson seconded the motion.
The board **VOTED** to approve the motion.

D. Approve Minutes

J. Howell made a motion to approve the minutes from OPA Board of Directors Meeting, Electronic on 02-22-23.
M. Swenson seconded the motion.
The board **VOTED** to approve the motion.

E. Opportunity for Public Input

Public Input -

- Came to discuss bullying

F. Ratify votes from February Board Meetings

Will ratify next month.

II. Finance

A. Financial Review

Presented by Spencer Adams.

- Discussed Revenue
- Discussed Expenditures
- Discussed Ratios, operating margins
- Discussed use of ESSER monies to move to next year
- Starting work on next year's budget now that legislation is concluded.

B. Leader in Me Membership Fee for FY24

J. Howell made a motion to approve the LIM membership fee.
W. Davis seconded the motion.
The board **VOTED** to approve the motion.

C.

Sod purchase and installation

Ogden Lawn & Landscape is the recommended bid. They came in with the best price.

This does not include the mesh, that is a separate purchase. It will be added on top right over the sod. Discussed if we want the mesh or if we want to try a different method. Will look more into that.

The plan was to install during Spring Break. Discussed if we need to vote on this now, or wait until we have the full plan.

Will do more research and do an emergency digital meeting in a couple of weeks when we are ready to vote.

D. Kitchen Management Software

J. Howell made a motion to approve the kitchen software as listed for three years.
M. Swenson seconded the motion.
The recommended software is from a list provided by the state. This one does everything that we want it to do. Very excited, because we have never had a software to help with all this tracking.

We have applied for a grant to pay for this, but don't have a determination on it yet. There is money in the budget for it.

Clarifying question - the family portal. Which is a piece we aren't purchasing the point of sale. Since our SIS can already do this, it wasn't worth paying the extra money for it.
The board **VOTED** to approve the motion.

E. Parking Lot resurfacing

M. Swenson made a motion to approve Morgan Pavements bid to repave the parking lot.
W. Davis seconded the motion.
Will be done this summer after construction is done. This does need to be done about every 5 years.

Discussed if anyone walked the parking lots if they checked for any subgrade failures. We believe yes, each of the companies came and checked out the lots.

Wyatt would like to recommend Anderson, he was impressed with the cleaning and spray look at the end. Discussed the different bids and differences with them and when the last time we had it done.

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

F.

Carpeting and Painting

J. Howell made a motion to stay with Wall 2 Wall for carpet and Daniel Solario for painting.
M. Swenson seconded the motion.
Discussed keeping the same contract over this summer for painting. Will keep the board informed on the price and comparison year to year what we are spending per foot.
The board **VOTED** to approve the motion.

III. Administrative Report

A. Administrative Board Report

Kasey Kennington shared updates at the Elementary.
Shevon Lopez shared updates at the Junior High.
Stephanie Wright shared updates from Teaching and Learning.
Debbie Deem shared Finance, HR, and Preschool updates.

B. MOY Data Review

Went through the data summary of the benchmark assessments for MOY.

C. Board On Track Usage

J. Howell made a motion to stay with using BoardonTrack for $2495 a year.
W. Davis seconded the motion.
BoardonTrack came back with a lowered price to keep us. We can go the route without using the boardontrack or we can keep it at the lowered price. We discussed the pros and cons for it.
The board **VOTED** to approve the motion.

D. FY24 Salary Schedules

J. Howell made a motion to approve the salary schedule for FY 24.
M. Swenson seconded the motion.
Based on the new legislation with the teacher raises, we adjusted the current salary schedule to match the increase.
The board **VOTED** to approve the motion.

E. Fee Schedule

J. Howell made a motion to approve the fee schedule as written.
M. Swenson seconded the motion.
This has been up for public comment. We haven't received any. Now we will go through and approve it.

We discussed really the only course we have fees for is Endurance Training.
The board **VOTED** to approve the motion.

F. Custodial Services

W. Davis made a motion to approve the advanced building care contract.
J. Howell seconded the motion.
Advanced Building Care is our current service. We are up on our contract so we went to bid to find a new one for the coming school year. Especially because we are adding a building.

Recommend staying with Gabriel and Maria, and they do have the lowest price as well. We looked at hiring a custodian and bringing iin staff at night, but it wasn't saving much money.
The board **VOTED** to approve the motion.

G. Landscaping and Snow Removal

J. Howell made a motion to approve Wangsgaards Landscaping and Construction bid.
M. Swenson seconded the motion.
Wangsgaards Landscaping has a flat snow removal fee, which is great. We paid a lot for it this year! This is the recommended contract. Discussed why we are unhappy with our current company.
The board **VOTED** to approve the motion.

IV. Policies

A. Policy Updates

J. Howell made a motion to approve our Alternative Languages Services Policy as stated.
W. Davis seconded the motion.
Alternative Languages Services Policy. We are moving a lot of things from an old procedure that will be archived after this policy is approved. We also added things from the state's model policy as well.
The board **VOTED** to approve the motion.

V. Other Business

A. Required Trainings

B. Auditor Review

Not our time to review our auditing services, but we have had vendors reach out if we are interested. The board has decided to keep it as it is.

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 5:55 PM.

Respectfully Submitted,
S. Mejeur