APPROVED

Ogden Preparatory Academy

Minutes

OPA Board of Directors Meeting

Date and Time
Thursday June 8, 2023 at 4:30 PM

Location
1435 Lincoln Avenue
Ogden UT 84404
Library

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
B. Gerena, J. Howell, S. Mejeur, S. Zwygart, W. Davis

Directors Absent
M. Swenson

Directors who arrived after the meeting opened
W. Davis

Ex Officio Members Present
D. Deem, K. Kennington

Guests Present
E. Callison, S. Adams, S. Wright, Stephanie Mathers (remote), T. Young

I. Opening Items

A. Call the Meeting to Order

S. Mejeur called a meeting of the board of directors of Ogden Preparatory Academy to order on Thursday Jun 8, 2023 at 4:40 PM.

B. Record Attendance

C. Approve Minutes

J. Howell made a motion to approve the minutes from OPA Board of Directors Meeting on 05-18-23.
S. Zwygart seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Opportunity for Public Input

No Public Input

E. Ratify votes from February, March, April, May meetings.

S. Zwygart made a motion to ratify the votes from February, March, April and May meetings.
J. Howell seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Finance

A. Financial Review

May Budget Report - Presented by Spencer Adams.

- One more month left for the fiscal year
- Of note - forecast column is different from last month's and this month's. (Reduced).
    - A big component of this is because we would like to keep as much of the ESSER funds for next year as possible
- Of note - Discussing Interest. How quickly it fluctuates.
- Of note - trimmed some expenses to allow a larger buffer for the next year.
- Question - When do we start paying on the bond? We have already started on it this year. Discussed the impact on the budget with this.

W. Davis arrived.

B. Transfer money to a CD

W. Davis made a motion to Get a CD certificate from Mountain America for 1.5 million dollars - broken into $500,000 for 12 months and $1 million for 47 months. If the withdrawal penalty is greater than one year, this motion will be tabled and we will reevaluate.
J. Howell seconded the motion.
Spencer Adams presented the comparison sheets of the different options. The recommendation is to go with Mountain America

Would like to transfer to a CD to lock in pricing. Discussed current numbers at the current bank and what it would look like.

Discussion:

- is it worth going for the 3-year for a higher rate?
- could we possibly use some of this money to pay down the bond early? Spencer will look into the terms and see if there is a possibility to refinance.
- why haven't we wanted to do one in the past? And how would this impact how we are currently building interest.
- We are entering a new phase of the school, and there could be budget unknowns. So we do want to take that into considerations.
- What are the penalties? Need to make sure that there is less than one with how we are breaking up the CD.

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

C. Trees for ECC

S. Zwygart made a motion to approve $7,310 for trees.
W. Davis seconded the motion.
Planned parkway trees need to go in, and our proposed plan is to then add on around the ECC. As well as adding trees around the playground for privacy and shading.
The board **VOTED** unanimously to approve the motion.

D. Interactive White Boards

J. Howell made a motion to approve the interactive whiteboards from Bluum $31,980.
S. Zwygart seconded the motion.
Continue adding these smart panels to replace TVs across the buildings.
The board **VOTED** unanimously to approve the motion.

E. Copy Machines

W. Davis made a motion to approve the purchase of new copy machine from Les Olson.
J. Howell seconded the motion.
Buy out the machine that has a lease expire in July. In addition a new machine needs to be purchased for the new building.

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

F. Staff Device Purchases

S. Zwygart made a motion to approve the new staff device purchases.
J. Howell seconded the motion.
New Staff additions for 10 new macbook airs and additional iPad purchases for TA devices and the board room.
The board **VOTED** unanimously to approve the motion.

III. Administrative Report

A. Administrative Board Report

Went through and summarized the annual board report.

B. Vision Change

J. Howell made a motion to change the vision as proposed.
S. Zwygart seconded the motion.
Discussed updating the school's vision.
The board **VOTED** unanimously to approve the motion.

C. Approve Meal Prices for FY24

S. Zwygart made a motion to approve the meal plan fees.
J. Howell seconded the motion.
Note - No changes from last year.
The board **VOTED** unanimously to approve the motion.

D. Completion of Audit Trainings

Note- doesn't need a vote.
The trainings are complete - only need to be completed once per term.

IV. Policy Updates

A. Policy Updates

W. Davis made a motion to accept the reviewed changes for the field trip and animals inside the school policy, to approve the new policy for elevator use, and archive the effective educator standards policy.
S. Zwygart seconded the motion.
Two reviewed policies

- Field Trip
  - A few updates to multi-day field trips, safe schools, and that fundraising will be compliant.

- Animals Inside the School
  - No significant changes

New policy - Elevator Usage

- Currently are overused so they breakdown. And it takes a long time to repair. Trying to upkeep the elevators better

Effective Educator Standards - would like to archive. It is all added and in the Employee Handbook.
The board **VOTED** unanimously to approve the motion.

V. Other Discussion

A. Discussion

Requesting to have a meeting on June 28th to approve the final budgets.

Will begin planning the board meeting calendar for next year. Discussed times that will work to begin a draft of this.

Currently researching how to change our bylaws.

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 6:13 PM.

Respectfully Submitted,
S. Mejeur