APPROVED

Ogden Preparatory Academy

Minutes

OPA Board of Directors Meeting

Date and Time
Thursday November 9, 2023 at 4:30 PM

Location
1487 Lincoln Avenue
Ogden UT 84404

Board Room (upstairs)

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

Directors Absent
M. Swenson

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

Guests Present
Angela McPhee, S. Adams, S. Wright, 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 Nov 9, 2023 at 4:44 PM.

B. Record Attendance

C. Approve Minutes

S. Zwygart made a motion to approve the minutes from last month OPA Board of Directors Meeting on 10-12-23.
J. Howell seconded the motion.
The board **VOTED** to approve the motion.

D. Opportunity for Public Input

II. Finance

A. Financial Review

Spencer Adams

- Presented our Finance Training and
- Updated us on the Finance review, as of end of October

Discussion Points

- Revenue
  - Process of Reimbursements
  - ESSER funds, this is our last year to spend them
    - ADM: Average Daily Membership
      - Prior year, per grade. Determine the average, weight it based on grade-level
        - Kindergarten weight updated this year, however no longer getting OEK Funds
- Expenses
  - Discussed the different categories
  - AFR - Annual Financial Report and the Final Audit Report
  - Expenses that will be Capitalized
  - Capitalization Forecast column added to our financial review sheet
- Questions
  - Spencer explained what Bond Covenants are
  - Our return on our CDs
  - MADS - comparing expenses and income to bond payments

• Proposal of New Goals discussion

B. Annual Finance Training

See discussion notes above for our Training that was done in conjunction with the Finance Review.

C. Chromebook Purchase

S. Zwygart made a motion to approve the touchscreen chromebook purchase for $28,050 from Bluum.
J. Howell seconded the motion.
Touch-Screen Devices for the Kindergarten.
Discussed the comparison forms of bids for Chromebooks.

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

D. Sod project extension

J. Howell made a motion to approve the sod project extension for $6,145.
B. Gerena seconded the motion.
Covering dead areas and finishing a spot. Ogden Lawn and Garden has been doing our projects and they always come in as the lowest bid.
The board **VOTED** to approve the motion.

III. Executive Session

A. Enter Executive Session

J. Howell made a motion to enter executive session to protect the privacy of an individual.
B. Gerena seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

J. Howell	Aye
M. Swenson	Absent
B. Gerena	Aye
S. Mejeur	Aye
S. Zwygart	Aye

B. Exit Executive session

J. Howell made a motion to exit executive session.
B. Gerena seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

S. Mejeur	Aye
B. Gerena	Aye
M. Swenson	Absent
S. Zwygart	Aye
J. Howell	Aye

C. Student Discipline Decision

S. Zwygart made a motion to approve the decision made in the closed session regarding the individual student.
J. Howell seconded the motion.
The board **VOTED** to approve the motion.

D. Student Discipline Decision

Not discussed.

E. Director Evaluation

J. Howell made a motion to approve the director evaluation.
B. Gerena seconded the motion.
Discussed the evaluation form.
The board **VOTED** to approve the motion.

IV. Administrative Business

A. Administrative Board Report

Discussed the Board Report

- ECC
- Lockdown Drill
- Elementary
- Teaching and Learning
- Operations
- Business
- Withdraws - we do track the reasons why.

B. Digital Citizenship and Safety Plans Review

Safety Plan Review

- Standardized Procedures that are practiced in routine.
  - SRP - Standard Response Protocol.
  - Posted, students and teachers are trained, we conduct drills
  - Safety Team meets together with representatives from each building.

Digital Citizenship Plan Review

- What Digital Citizenship at the JH
- What Digital Citizenship at the Elementary

C. LEA Specific Licenses

S. Zwygart made a motion to approve the request for LEA specific licenses for the teachers listed.
J. Howell seconded the motion.
Discussed the LEA licenses that still need to be awarded.
The board **VOTED** to approve the motion.

V. Policy Updates

A. Policy Updates

S. Zwygart made a motion to approve the policy changes as listed.
J. Howell seconded the motion.
Discussed the updates to the following Policies:

- Purchasing and Disbursement
- Wellness Policy
- FMLA Policy

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

VI. Other Discussion

A. Discussion

December Board Meeting - would like to schedule for December 14th.

VII. Closing Items

A. Adjourn Meeting

J. Howell made a motion to adjourn the meeting.
B. Gerena seconded the motion.
The board **VOTED** to approve the motion.
There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:30 PM.

Respectfully Submitted,
S. Mejeur