

APPROVED



OGDEN PREPARATORY  
ACADEMY

## Ogden Preparatory Academy

# Minutes

## OPA Board of Directors Meeting

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### Date and Time

Thursday April 11, 2024 at 4:30 PM

### Location

1487 Lincoln Avenue  
Ogden UT 84404

Board Room (upstairs)

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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.

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### Directors Present

B. Gerena, B. Lucas, J. Howell, S. Mejeur, S. Zwygart

### Directors Absent

*None*

### Directors who arrived after the meeting opened

S. Mejeur

### Ex Officio Members Present

D. Deem, K. Kennington, S. Lopez

### Non Voting Members Present

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D. Deem, K. Kennington, S. Lopez

**Guests Present**

Angela McPhee, S. Adams, S. Wright, Tasha Gonce

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**I. Opening Items**

**A. Record Attendance**

**B. Call the Meeting to Order**

J. Howell called a meeting of the board of directors of Ogden Preparatory Academy to order on Thursday Apr 11, 2024 at 4:34 PM.

**C. Approve Minutes**

S. Zwygart made a motion to approve the minutes from OPA Board of Directors Meeting on 03-14-24.

B. Gerena seconded the motion.

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

**D. Opportunity for Public Input**

No Public.

**II. Executive Session**

**A. Vote to enter closed session**

S. Zwygart made a motion to go into closed session to protect the identity of an individual.

B. Lucas seconded the motion.

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

**Roll Call**

S. Mejeur Absent

B. Lucas Aye

S. Zwygart Aye

J. Howell Aye

B. Gerena Aye

**B. Vote to exit closed session**

S. Zwygart made a motion to exit closed session and return to open session.

B. Gerena seconded the motion.

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

#### **Roll Call**

S. Mejeur Absent  
B. Lucas Aye  
S. Zwygart Aye  
J. Howell Aye  
B. Gerena Aye

#### **C. Student Discipline Decision**

S. Zwygart made a motion to Pass the decision as discussed in closed session.  
B. Lucas seconded the motion.  
The board **VOTED** to approve the motion.

#### **D. Director Evaluation**

### **III. Finance**

#### **A. Financial Review**

Spencer Adams presented.

- Reviewed revenue and expenses
- Next Year's budget - working on it. Do have a good idea of what the revenue will be. It will just depend on enrollment now.
  - Discussed the WPU for next year, and how things were consolidated.

#### **B. Ratification of Additional Expenses**

S. Zwygart made a motion to ratify the additional purchases as listed.  
B. Lucas seconded the motion.

- ECC Playground and bike track
  - We needed to fill in and connect a piece that wasn't in the original quote.
- Lawn Maintenance tools - Lawn Mower, blower etc. showing what was purchased to be used.
  - The materials include all the quotes for
- JH Projector and Screen - The screen is smaller than we wanted. So want to make decisions about fixing that.

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

#### **C. Elementary ELA Curriculum**

S. Zwygart made a motion to Preapprove the ELA curriculum for \$115,000.  
B. Lucas seconded the motion.  
Discussed the adoption process for our Elementary ELA purchase.

Reviewed the prices and needs.  
The board **VOTED** to approve the motion.

#### **D. Salary Schedules**

Decided this did not need to be voted on - Does not need board approval.

### **IV. Administrative Business**

#### **A. Administrative Board Report**

Briefly discussed the board report.  
S. Mejeur arrived at 5:29 PM.

#### **B. Elementary Core Program Presentation**

B. Lucas made a motion to approve Second Step for 3 years.  
B. Gerena seconded the motion.  
Presented by Kasey Kennington.

- Discussed Leader in Me in the Elementary our current program
- Presented Second Step as a Social-Emotional Program
  - Piloted the program in 1st, 5th, 6th grade with counselors and social workers.
  - The teachers would have a lesson for once a week, and then activities they implement into their regular lesson plans in the week.
  - Leadership items we will keep and maintain without doing Leader in Me

Discussed pricing and quotes. Decided to purchase for a 3-year term.  
The board **VOTED** to approve the motion.

#### **C. FY25 Days and Hours**

S. Zwygart made a motion to Approve the calendar for days and hours 2024-2025.  
B. Lucas seconded the motion.  
Based on the approved calendar for 2024-2025.

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

#### **D. Workers Compensation Coverage**

We tried to get multiple bids, but no one responded. We will continue with what we have already been using. So no need to vote.

### **V. Policy Updates**

## **A. Policy Updates**

S. Zwygart made a motion to Approve the policy updates for Ethics, Substitute Teachers, and Administration of Medicine.

B. Lucas seconded the motion.

1. Ethics Policy - added to and made revisions

2. Substitute teachers - We now have a salary schedule so we took it out of the policy

3. Administration of Medicine - added that we don't recommend medicine to students and parents.

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

## **VI. Other Business**

### **A. Discussion**

- Discussed and reviewed the purpose and rules about calling emergency board meetings. Would like to
- Audit Review discussion - After working with the OCR we would like Heidi to audit and help us with these.

## **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 5:42 PM.

Respectfully Submitted,  
J. Howell