APPROVED

Ogden Preparatory Academy

Minutes

OPA Board of Directors Meeting

Date and Time
Thursday June 19, 2025 at 4:30 PM

Location
1487 Lincoln Avenue
Ogden UT 84404

Early Childhood Center Board Room

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 (remote), B. Lucas, P. Valiente (remote), S. Zwygart

Directors Absent
S. Mejeur

Directors who arrived after the meeting opened
B. Gerena

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

Guests Present

A. McPhee, Jeff Hirst (remote), S. Adams, S. Wright

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

C. Approve Minutes

B. Lucas made a motion to approve the minutes from OPA Board of Directors Meeting on 03-20-25.
P. Valiente seconded the motion.
The board **VOTED** to approve the motion.

D. Approve Minutes

B. Lucas made a motion to approve the minutes from OPA Board of Directors Meeting on 05-15-25.
P. Valiente seconded the motion.
The board **VOTED** to approve the motion.

E. Opportunity for Public Input

No public.

II. Finance

A. Liability Insurance Update

B. Gerena arrived at 4:49 PM.
B. Lucas made a motion to approve adding the Cyber Legal Liability Policy.
B. Gerena seconded the motion.
Update presented by Jeff Hirst

- Common Causes
- Coverage
  - Discussed the different categories/coverages/policies
    - Of note - Earthquake coverage and what that could look like to add it on
  - Discussed the increases in rates, and various reasons why
- Discussed specific questions we had about optional coverages
  - Cyber Legal Liability - discussed what this would cover us on
  - Student Accident - discussed the current coverage that this would apply to.

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

B. State Auditor and Internal Audit Finance Training for New Board Members

Brenda finished her training!

C. Final FY25 Budget

B. Lucas made a motion to approve the update 2025 budget.
P. Valiente seconded the motion.
Presented by Spencer Adams.

- Discussed the revenue and reimbursements
- Discussed the expenses - how they match up with the forecast.
- On pace to meet all of the covenants and the contingency
- Questions -
    - Expenses that are more than our initial approval
        - How funding can change categories, things change

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

D. FY26 Initial Budget

B. Lucas made a motion to approve the 2026 budget.
B. Gerena seconded the motion.
Presented by Spencer Adams.

- Increases from the State in the budget for next year.
- Local revenue
- Federal
- Updated salaries, retirement, insurance
- Forecast for our plan of purchases

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

E. Short Term CD

B. Lucas made a motion to move the money from the CD to the PTIF.
B. Gerena seconded the motion.
Decide what we want to do - a CD or the PTIF. Spencer gave his recommendation - to put it back in the PTIF, and watch for the changing interest rates. We can always take it out of the PTIF later without penalty.
The board **VOTED** to approve the motion.

F. HVAC Add-on

B. Lucas made a motion to approve the HVAC add on for $130,196.68.
P. Valiente seconded the motion.

Add on the Economizers - apparently the industry standard is to keep this off the original quote.
The board **VOTED** to approve the motion.

G. Phone System Carrier

B. Lucas made a motion to approve switching the phone carrier system to Elevate.
P. Valiente seconded the motion.
This system is one we had in the past, and we like the features a lot more.
The board **VOTED** to approve the motion.

H. Copy Machine Purchase

B. Lucas made a motion to approve purchase of a new copy machine for $8,359.45.
P. Valiente seconded the motion.
Cheaper to purchase, rather than lease.
The board **VOTED** to approve the motion.

I. Kitchen office furniture

B. Lucas made a motion to approve the kitchen office furniture $8,371.00.
P. Valiente seconded the motion.
The board **VOTED** to approve the motion.

J. Curriculum Renewals

B. Lucas made a motion to approve the curriculum Renwals.
P. Valiente seconded the motion.
The board **VOTED** to approve the motion.

K. Teach FX Purchase

B. Lucas made a motion to approve the purchase of Teach FX purchase for 3 years for 75 teachers.
P. Valiente seconded the motion.
The board **VOTED** to approve the motion.

L. Read 180 Expansion & Math 180 Purchase

B. Lucas made a motion to approve Read 180 expansion and Math 180 purchase.
P. Valiente seconded the motion.
The board **VOTED** to approve the motion.

III. Administrative Business

A. Administrative Annual Report

Presented by Debbie and Stephanie.

B.

FY26 Board Meeting Schedule

Motion to approve the 2025-2026 Board of Directors Meeting Schedule.
P. Valiente seconded the motion.
Third Thursday, except the exceptions.
The board **VOTED** to approve the motion.

C. FY26 School Plan

B. Lucas made a motion to approve the School Plan.
B. Gerena seconded the motion.
This is our overview. The plan that we will be turning into the State is much more detailed.

Discussed the new goals.
The board **VOTED** to approve the motion.

IV. Policy Updates

A. Policy Updates

B. Lucas made a motion to approve the two policies - student parent handbook and data governance plan.
P. Valiente seconded the motion.

- Student-Parent Handbook
- Data Governance Plan

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

V. Other Business

A. Discussion

Next meeting August 21st.

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 5:59 PM.

Respectfully Submitted,
B. Lucas