APPROVED

# Ogden Preparatory Academy

# Minutes

## OPA Board of Directors Meeting

**Date and Time**
Thursday December 11, 2025 at 4:30 PM

**Location**
1487 Lincoln Avenue
Ogden UT 84404

Board Room (ECC 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. Lucas, J. Zepeda, P. Valiente (remote), S. Zwygart (remote)

**Directors Absent**
S. Mejeur

**Ex Officio Members Present**
D. Deem, K. Kennington

**Guests Present**
A. McPhee, S. Adams, S. Wright, T. Young

### I. Opening Items

### A. Record Attendance

### B. Call the Meeting to Order

B. Lucas called a meeting of the board of directors of Ogden Preparatory Academy to order on Thursday Dec 11, 2025 at 4:31 PM.

### C. Approve Minutes

S. Zwygart made a motion to approve the minutes from OPA Board of Directors Meeting on 10-23-25.
P. Valiente seconded the motion.
The board **VOTED** unanimously to approve the motion.

**Roll Call**

| | |
|---|---|
| S. Mejeur | Absent |
| J. Zepeda | Aye |
| S. Zwygart | Aye |
| P. Valiente | Aye |
| B. Lucas | Aye |

### D. Opportunity for Public Input

No public at this time.

### E. Ratify June, September, and October Board Meeting Votes

Tabled for next meeting.
We do not have an in-person quorum.

## II. Finance

### A. Budget Review

Presented by Spencer Adams.

- Topics Discussed
  - Revenue
    - State Revenue has been trued up
  - Ratios
    - Safe above the covenants
    - Specific Line items to watch

## III. Executive Session

### A. Enter Closed Session

P. Valiente made a motion to enter into closed session.

S. Zwygart seconded the motion.
The board **VOTED** unanimously to approve the motion.

**Roll Call**

J. Zepeda Abstain
B. Lucas Aye
S. Zwygart Aye
S. Mejeur Absent
P. Valiente Aye

### B. Exit Closed Session

S. Zwygart made a motion to exit closed session.
P. Valiente seconded the motion.
The board **VOTED** to approve the motion.

**Roll Call**

B. Lucas Aye
S. Zwygart Aye
J. Zepeda Abstain
P. Valiente Aye
S. Mejeur Absent

### C. Executive Director Fall Evaluation Approval

S. Zwygart made a motion to approve the items as discussed in closed session.
P. Valiente seconded the motion.
The board **VOTED** to approve the motion.

### D. New Board Member Decision

S. Zwygart made a motion to approve Jessica Zepeda as a new Board Member.
P. Valiente seconded the motion.
The board **VOTED** to approve the motion.

## IV. Administrative Business

### A. Administrative Board Report

Presented by Administration.

### B. Policies

S. Zwygart made a motion to approve the three policies as listed.
J. Zepeda seconded the motion.
Discussed the updates to the three policies presented.
1. Nonacademic services added
2. Fee and Fee Waiver policy has language added
3. Title I Compliance has a section added specifically for federally funded items

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

### C. Board Training

Jessica Zepeda completed the State Auditor training.

Training presented by Debbie Deem:

1. Open Meetings Rules
2. School Land Trust Council
3. Our adopted system of order is the Roberts Rules.

### D. Audit Committee Review

S. Zwygart made a motion to approve the Audit Committee as listed.
P. Valiente seconded the motion.
The board **VOTED** to approve the motion.

## V. Other Business

### A. Discussion

No other business.

## 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 5:28 PM.

Respectfully Submitted,
B. Lucas