



OGDEN PREPARATORY ACADEMY

Ogden Preparatory Academy

OPA Board of Directors Meeting

Date and Time

Tuesday July 28, 2020 at 4:30 PM MDT

Location

1435 Lincoln Avenue, Ogden UT 84404
Library

VISION: Ogden Preparatory Academy's vision is to create a positive, nurturing environment for students to grow and learn as they develop the skills necessary to become tomorrow's leaders. Through high academic expectations and experiences, bilingual exposure, leadership roles and commitment to community, OPA students will gain confidence and a sense of self worth that will prepare them to face the challenges in a competitive world.

Agenda

	Purpose	Presenter	Time
I. Opening Items			4:30 PM
Opening Items			
A. Record Attendance and Guests			
B. Call the Meeting to Order			
C. Approve Minutes	Approve Minutes		
Approve minutes for OPA Board Meeting on June 17, 2020			
II. Public Comment			4:30 PM
A. Opportunity for Public Comment	Discuss	William Davis	5 m
III. Finance			4:35 PM
Finance			
A. Go Guardian Contract Approval	Vote	Andrew Smith	
We use Go Guardian to monitor inappropriate behavior on the school devices.			
B. Carbon monoxide detector installation	Vote	Andrew Smith	5 m
1. Requirement - 5 years ago Utah adopted a federal regulation that requires CO detection on all devices that use CO. The system must be linked with our current Fire System.			
2. Timeline - Firetrol has informed us that the timeline for completion is 8-12 weeks from start. Drew have requested a timeline from AAA.			

3. Scope - A CO detector must be installed in each of the 32 HVAC Units in the Elem and 16 units in the JH. Each CO detector must have its own redundant Power Supply. It cannot be added to the current power runs. All COs must be linked to the fire panel and must be integrated with the alarm system in order to alert monitoring company and authorities of any issues.

4. Financing - We may capitalize the expenditure. This would essentially take it from reserves and wouldn't affect the bottom line on the audit all in one year.

C. Crime Insurance Vote Debbie Deem 5 m

The Board voted in the June meeting to approve the crime insurance in lieu of the Treasurer's bond up to the increased premium amount of \$500. We had not received the actual bid at that time.

We have received 2 options.

1. \$526,000 of Employee Theft coverage for \$1,951. The policies provides coverage for:
 1. Government entity including Treasurer (covers the position, no need for a specific bond)
 2. Faithful performance of duty (covers claims that the Treasurer didn't faithfully perform duties)
 3. All employees – provides coverage if any employee who commits theft
2. \$526,000 Employee Theft coverage and only covers the Director, Board Chairman, Board Treasurer and the Business Manager. It does not cover the other employees. The premium for this option is \$1,275

The Treasurer's bond premium was \$895.

The Utah Money Management Council recommends the Treasurer Bond amounts based upon the budget. 5% of our budget is about \$465,000. \$526,000 is on the high side. It is not recommended to reduce to the \$465,000; however, we could lower the premium slightly if we wanted to lower the insured amount, possibly to \$490,000 or \$500,000.

D. Internet circuit upgrade Vote Andrew Smith

Through UEN and E-rate, we are adding another circuit fail safe. We have a primary at WSU and the upgrade will give us a back up at UofU.

One time cost, after discount: \$4,107.52.

Monthly cost, after discount: \$130.05 for a total of \$7,803.00 over 60 months.

E. Medical Insurance Adoption and School contribution update Vote Debbie Deem 5 m

We currently offer Cigna medical insurance. They proposed a 20% premium increase, so we went to bid. Blue Cross/Blue Shield came back with the best rates. For Dental and Vision, the bids were not as clear. TDA offers a savings to the most employees (35); however, it is a small increase to some (18).

The difference between Employee + Spouse and Employee + Children is not significant as it has been in the past.

I am proposing we increase the school contribution to the Employee + Children category to \$650 to match the Employee + Spouse category. With our current numbers this will cost approximately \$6,000 per year.

We request a vote on the increased contribution.

I have attached the current insurance costs and the proposed costs under the current benefit package.

F. Kitchen Equipment Grant Vote Debbie Deem 5 m

We applied for a Kitchen Equipment grant for \$43,902.95.

We were awarded the grant to purchase the following:

Proofer Cabinet (\$2,884.85)

Hot Food Serving Counter (\$3,046.05)

Disposers (2) (\$4,346.54)

Combi Oven (\$28,027.55)

Tables (4) (\$5,579.96)

G. Grant for Wi-Fi upgrade Vote Andrew Smith 5 m

The UETN received a large grant from CARES for Wifi6 Upgrades. It is a very short project window. We were able to receive the grant to upgrade all of our Wireless Access Points to Wifi6. Unfortunately, the manufacturer that we went with in the E-Rate process does not release their Enterprise Wifi-6 Access Points until the end of 2020. In order to meet the requirements of this grant we had to go with a different manufacturer. This does not affect our E-Rate grant, it only allows us to move our installation schedule up. The LEA (OPA) must follow these project guidelines.

1. Memorandum of Understanding must be signed by July 31st, 2020.
2. Products must be purchased by July 31st, 2020
3. Products must be installed and fully operational by December 30th, 2020.
4. LEA (OPA) must purchase products and verify delivery before reimbursement can be provided.

5. There are weekly meetings and milestones that must be met throughout the entire project. I will be working closely with UETN to complete the project in the appropriate manner.

In addition to all Wireless Access Points being upgraded to Wifi6, UETN and USBE are working to standardize Wireless Monitoring. They are providing each LEA that was awarded this funding, a Wireless Monitoring System provided by Ekahau.

The total cost for the project is as follows:

1. Wireless Improvements - \$76,317.74

- a. 50 Meraki MR46 Wifi6 Access Points
- b. 13 Meraki MR56 Wifi6 Access Points
- c. 3 Meraki MR776-HW Outdoor Access Points
- d. 66 Meraki 6 Year Enterprise Licenses

1. Ekahau Package - \$10,785.00

- a. Ekahau Pro Suite
- b. Ekahau Sidekick
- c. 36 Months of Support
- d. 2 License seats for training through UEN.

1. Total Cost - \$87,102.74

The way the E-Rate deal is structured, we have some flexibility with both product that we purchase, and timeframe of when we purchase.

Due to the short window of opportunity and requirements of the funding project, and the fact that NetDiverse was selected for the E-Rate project of which this is an extension, we would like to use NetDiverse as the Service Provider for this project as well. NetDiverse is the only Service provider in Utah with Meraki Deal Registration on this deal, so they will receive the best discount for product.

We have a history of working with NetDiverse and they are currently our Tier 3 Support Provider. Attached is the NetDiverse Quote that was submitted as an estimate to UETN for the project.

If approved, the project will be completed by August 16th, 2020, and Ogden Preparatory Academy will have a fully operational Wifi6 Network for the 2020-2021 School Year.

H. GEERs funding and CARES funding adjustments	Vote	Debbie Deem	5 m
I. Cleaning and Sanitization Supply Ordering	FYI	Debbie Deem	5 m

IV. School Update 5:10 PM

A. School Reopening Plan	Vote	Stephanie Mathers	20 m
B. Utah Parent Center Annual Agreement	Vote	Elizabeth Callison	5 m

We have contracted with the Utah Parent Center previously to provide support to families of students with special needs. The proposed contract is for the 2020-21 school year at a cost of \$3,328. This is increased from \$2,585 for the 2019-20 school year due to a reduction in their consortium.

While the cost is not significant, we are requesting Board approval of the third party contract.

C. AVID Officer Training	FYI	Stephanie Mathers	5 m
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Karen Eilander plans to hold an AVID officer training. It will include 4 students, 2 adults, outside with social distancing. No vote required. Board discussion to determine if concerns exist.

D. Quarantine Requirements for employees leaving the state or country.	Discuss	Debbie Deem	5 m
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V. Other Business 5:45 PM

A. Discussion	Discuss	Tyler D'Hulst	5 m
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Assignments, Discussion, Review as needed.

VI. Closing Items 5:50 PM

A. Adjourn Meeting	Vote		
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