



Summit Academy Board of Trustees

1225 E 13200 South

Draper, UT 84020

September 15, 2025

Board Meeting

7:00 p.m.

(APPROVED)

**Welcome**

The meeting was called to order at 7:01 pm with Peter Baxter, Chelsea Welch, Elizabeth Lau, Jared Morgan, and Wilson Sivertson. Tracy Ellis will be late

**Public Comment**

None

**Consent Agenda**

None

**Director's Report-** Alana Johnson

**Academic Update**

**SAHS**

German DSD Results- This last year, our German students took the DSD1 test. It determines German efficiency. We had 30 students take and pass this test. This coming year is the second round test, the DSD2. When students pass this, they are eligible to enter a German University. This shows had incredible our German language program is working.

We had two perfect ACT scores

**Bluffdale Campus**

Please feel free to stop by the Bluffdale Fall Fiesta on 9/19/25 that starts at 5:00 p.m. This is the one big fundraiser for the year.

**Independence Campus**

The Independence Fall Carnival was a huge success.



The Independence Kids Market was very successful and a percentage of those funds were donated to the school fundraiser as well.

#### **Enrollment data**

You received new information today, 09/15/2025. There are not any significant changes since our August meeting.

**Finance Report**-Brad Wilkinson is excused tonight due to a prior commitment. August financials will be updated on the website once completed.

**Discussion and Action item to review**- Alana Johnson

#### **My Summit Adventures - Partnership Overview (Preschool, After School, Summer Camp)**

Ms. Johnson sent over a new report to the board. They discussed some new numbers. On page two of the partnership report. There were twenty two four year olds, twelve of them came over to our campus. There are additional numbers in the packet. There are also after school programs offered, and there is some data there about that and the summer camp information as well regarding where those students come from as well. Peter clarifies page two at the top of the table. At Draper, 55% of the preschool came to Summit Draper. At Independence, 40% enrolled at Independence, and at Bluffdale 55% enrolled from the preschool. Liz says that it is nice that now they have numbers that they can look at. There is some discussion about why the preschool is a separate entity from the LEA and if they should bring that program back into the Charter school program. Alana Johnson can get some more information about those questions. Liz asks if Summit is benefiting from the afterschool program and the Summer School program? Peter asks if we would like more information. The question is asked if we should be providing our own preschool program or not. Liz would like to see how the high school preschool program would look like. Liz loved her experience at the Olympus High School program.

#### **Accreditation**

Ms. Johnson put the information that was shared last month in the packet and included a new sheet stating the next steps. Step one would be that we would pay membership fees. We would pay \$7000.00 annually to have each campus be a member of Cognia. We would be reviewed by an assessor at a cost of about \$1000.00. We would need to pay \$7500 every six years for that assessment. The High School is already accredited. The question was asked what the benefit is for having the other campuses accredited. Alana states that in aligning some of our goals, our stem focus would allow us to add more classes for students that would seamlessly transfer to our high school. On a philosophical level, Alana feels that it would be healthy for us as a continuous improvement for all of our schools. Chelsea asks that if we go through accreditation, does it require us to use certain curriculum or teaching standards. Alana says that the standards are written broadly so as not to dictate the way they are taught. Liz has looked at other organizations that are accredited. She feels that the accreditation standards are even more



broad that the state core standards. Liz asks if the money is a concern? We would need a budget revision for the current year but they would include it in the future budgets. Alana said that there would be a little extra work involved especially during the assessment years. It was done at Summit twelve years ago. Alana thinks that in the long term it would benefit Summit. It isn't required to be successful.

**A Motion to begin the accreditation process for all campuses in the LEA for Summit Academy Schools was given by Jared Morgan**

**A second was given by Chelsea Welch**

**Vote - Yes- Peter Baxter, Chelsea Welch, Elizabeth Lau, Jared Morgan, and Wilson Sivertson**

**Motion carries**

#### **LEA-Specific License Approval - Licensing Update**

Twice a year, we bring you a list of teachers with different talents that require specific License approval. Some will stay on those licenses and some will move on to other licenses. Chelsea Welch asks if they have a time limit on certain licenses. Alana states that after time they like them to move up, but there are some cases that it isn't necessary. CTE is a good example of that. Chelsea Welch asks if they could have a complete list of all teachers on specific licenses next time, not just the new ones.

**A Motion to approve the LEA specific licenses for 2025-2026 school year for Summit Academy Schools was given by Chelsea Welch**

**A second was given by Peter Baxter**

**Vote - Yes- Peter Baxter, Chelsea Welch, Elizabeth Lau, Jared Morgan, and Wilson Sivertson**

**Motion carries**

#### **Policies:**

##### **4104 - SHINE Policy**

This is a new policy that we have abbreviated to SHINE (Highly Needed Educator Salary Supplement). Previously, this program was run by the USBE, but they have moved it to have a little more local control, which requires us to have a policy indicating how we will be sharing these salary supplements within our schools. We met with leaders in our school, and we modeled our program after what they had been doing at the state level. The appendix A would need to be reviewed yearly by the board depending on what the needs are. We currently have \$84,000.00 to share among the teachers that apply for the program.



**A Motion to approve #4104 SHINE (Highly Needed Educator Salary Supplement) policy for Summit Academy Schools was given by Elizabeth Lau**

**A second was given by Chelsea Welch**

**Vote - Yes- Peter Baxter, Chelsea Welch, Elizabeth Lau, Jared Morgan, and Wilson Sivertson**

#### **4101 - Benefits and Leave Policy Update**

This brings us into compliance with new Utah Code addressing parental leave which was updated from the legislature this spring. In section 9, the long term leave and parental leave and postpartum definitions have been updated.

**A Motion to approve policy #4101 the Benefits and Leave for Summit Academy Schools was given by Elizabeth Lau**

**A second was given by Chelsea Welch**

**Vote - Yes- Peter Baxter, Chelsea Welch, Elizabeth Lau, Jared Morgan, and Wilson Sivertson**

#### **Curriculum Approval - Firearm Safety Standards**

This year the Legislative voted to require firearm safety to be introduced in schools. The state gave us some guidance on how to do this. Scott Petit and the State Board have reviewed this. The Board has all of these links that can be reviewed. Every teacher has some guidance of what to say and do before and after the videos as well as an activity sheet. There is also an opt out option. This is the curriculum that the state has provided.

**A Motion to approve the Curriculum for Firearm Safety Standards for Summit Academy Schools was given by Jared Morgan**

**A second was given by Wilson Sivertson**

**Vote - Yes- Peter Baxter, Chelsea Welch, Elizabeth Lau, Jared Morgan, Tracy Ellis, and Wilson Sivertson**

Tracy Ellis joins the board

#### **Board Survey Option**

Peter Baxter asked Alana to come with a proposal for the Board to consider as far as a survey that is needed. The most frequent is the survey to parents. There is also a Staff survey as well as a Board survey that the Board can review. Peter asks who's feedback the LEA is most wanting to hear from. Alana feels strongly that they need feedback from parents and staff. Tracy



would like to know what kind of feedback they would like to see. Peter would like to know how often she would like the survey's to go out and she would like them out yearly from the Board. The administration could send out other surveys from the school as needed. She proposes a staff survey in the fall and parent survey in the Spring. Alana mentions that a stakeholder survey needs to be sent out annually to comply with the accreditation requirements. Alana would recommend the surveys be sent out in January or February. Liz Lau reminds the board that they have discussed this information in other meetings and wants to use some of those questions on the survey. Peter mentions that the development committee typically is in charge of the survey. He also states that there needs to be consistency from year to year in order to show improvement. Chelsea mentions that we have past data that we could collect.

### **Org Chart Review**

The Board asked for an updated version. Chelsea asks what all of the dotted lines mean. Alana states that several people have different responsibilities. Some people have to report to different leaders depending on the project. Chelsea clarifies that the solid lines are the direct report. Wilson thinks that the dotted line is a communication connection rather than a direct report. Alana and Brad will continue to have conversations about delineating those responsibilities. Peter states that the solid line is your boss but the dotted line is a check in to make sure you are aligned. Peter confirms that it is very common to have solid lines and dotted lines. Chelsea Welch wants to make sure that all of those people involved have a clear understanding of who reports to who and the how and the why. Elizabeth would like to have a little more work done on the Org Chart. This will be tabled until October.

### **Committee Reports**

Executive committee- None

Academic Committee- None

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Finance/Audit Committee- None

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Governance Committee- None

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Development Committee- Yes

Tracy Ellis is tracking Board Trainings and wants to make sure that everyone on the Board is getting their training done. She wants to make sure that everyone knows how to keep track of it and where to put that information. Alana reminds the Board that this is required every year from the State. Everyone needs to have a minimum of three hours of training per year. Tracy reminds them that they are: Land Trust, Open Public Meeting Law, and Utah State Statute training. Bryce is there and mentions that there are several new online podcast trainings that you can do on your own. Tracy has the link to these and will send it out to the board.



## **Board Business**

**New Board Member-** Jared has interviewed various applicants and they had some really good conversations. We began with looking at specific skill sets. We found a really good candidate and would like to invite them onto the board.

**Recap of SCSB Comprehensive Review** -Alana and Peter met with the State Charter School Board and they pulled a lot of information and looked at strengths, threats, weaknesses, and Brad was there to discuss financials as well. It was a great opportunity to showcase our different campuses and we toured the High School. Peter asked that everyone look at page 5 of the report. We received a really positive report to their very in depth review of the schools. No weaknesses, just general threats that all schools experience. He wants to mention two things that stuck out to him in this analysis. This is a draft and they will compile a more comprehensive final draft. An opportunity they found where we could improve is teacher retention. We are below average of other schools. Our teacher survey can help with this. The next one is that they recommend that we amend our Charter Agreement. Alana says to look at page 25. We align with 10 neighboring schools that we are being benchmarked against and the state school board recommends that we get rid of that. Chelsea reminds everyone that it was the USBE that required it in the first place and Peter says that the USBE has changed their minds and wants us to remove that from our Charter. Chelsea reminds everyone that this was very difficult to get approved and isn't very excited to go through all of that again and hopes the USBE streamlines this process. Bryce says that the current State Charter School Board is a lot different now. Peter says that the report is public record with the school board. This report could help or hurt you. More about this will be discussed in future meetings.

### **Finalize Director Evaluation**

Does the board have any issues with the criteria? Chelsea and Peter both liked it.

### **Photos for Board ID's and Website**

Peter Baxter reminds everyone that they need photos for the website. If they already have one, they do not need a new one. Everyone also needs a bio. Every board member needs a school ID to get admittance to the school.

### **Bring Board Binders to October's Board Meeting for Updating**

## **Follow up items**

Next meeting - October 16, 2025

## **Closing comments**

## **Closed Session**



**A Motion to go into closed session for the purpose of discussion of the character, professional competence, or physical or mental health of an individual and for the purpose of discussing pending or reasonable imminent litigation for Summit Academy was given by Liz Lau.**

**A second was given by Chelsea Welch**

**Single Voice Vote - Peter Baxter-Yes , Chelsea Welch-Yes, Elizabeth Lau-Yes, Tracy Ellis-Yes, Jared Morgan-Yes, and Wilson Sivertson-Yes**

**Motion carries**

**Those attending closed session**

**Peter Baxter, Chelsea Welch, Elizabeth Lau, Jared Morgan, Tracy Ellis, Wilson Sivertson**

**Closed session began at 8:41 p.m.**

**Open session resumed at 9:19 p.m.**

**A Motion to approve Danielle McCartney for Summit Academy Schools subject to a successful background check was given by Jared Morgan.**

**A second was given by Tracy Ellis**

**Vote -Yes- Peter Baxter, Chelsea Welch, Elizabeth Lau, Tracy Ellis, Jared Morgan, and Wilson Sivertson**

**Motion carries**

**A Motion to adjourn was given by Peter Baxter.**

**A second was given by Liz Lau**

**Vote - Yes- Peter Baxter, Chelsea Welch, Elizabeth Lau, Tracy Ellis, Jared Morgan, and Wilson Sivertson**

**Motion Carries**

**The meeting was adjourned at 9:22 p.m.**