



Summit Academy Board of Trustees

1225 E 13200 South

Draper, UT 84020

October 16, 2025

Board Meeting

7:00 p.m.

(APPROVED)

Welcome

The meeting was called to order at 7:03 pm with Chelsea Welch, Elizabeth Lau, Tracy Ellis, Jared Morgan, Wilson Sivertson. Peter Baxter is excused.

Public Comment

Meeting Minutes

April 25, 2025

June 3, 2025

August 6, 2025

August 21, 2025

September 15, 2025

Consent Agenda

A Motion to approve the Consent Agenda for Summit Academy Schools was given by Elizabeth Lau.

A second was given by Tracy Ellis

Vote - Yes- Chelsea Welch, Elizabeth Lau, Tracy Ellis, Jared Morgan, Wilson Sivertson, and Daynia MacArtney.

Motion carries

Director's Report- Alana Johnson

Academic Update

Math and Science RISE and UTAspire+ data has been published. English Language Arts will be formalized around January.

K-6 Math and ELA Data is ready to review in the data folder. This is for a class called Acadience Learning online. Across the board K-6 we have an average of 59% of our students at or above grade benchmark in math. The State goal is to be above 60%. We plan to use several different ways to accomplish these goals.

There is an ongoing goal from the State that all 3rd grade students be reading at grade level by 2027. We are working hard on math and reading scores.

Community Updates

Community Trunk or Treat (hosted by My Summit Adventures and Bluffdale City) That is on October 28, 5:30-7:00 p.m at the Day Ranch Park.

We just had our first cross campus PLC - (Professional Learning Community) All of our teachers came and met on the Independence campus. We had many wonderful conversations and are building relationships. It reinforces our theme of the year "Summit United".

Enrollment data- Looking at all of the campuses from last year to this year, we are all holding steady other than the Draper Campus. Of particular concern is the transition from Elementary to middle school.

Finance Report- Brad Wilkinson

Audit Review- Mike Miles

Everything looks really really good! There were not any findings this year which is pretty spectacular. Everything was clear and organized. Brad must have helped with all of that. Usually when you switch over to new software there are issues, but not with Summit. There were a few small adjustments. Starting on page twelve, at the end of the year there were 28 million. unrestricted cash is twenty two million dollars. Restricted cash was about 5.6 million. Accounts payable were quite small. There were some unearned revenues. 6.3 million is employee retention credit. Unearned is being held until the statute of limitations expires. 1.5 million is scheduled but not paid yet. The money is sitting in the account at the end of the year unspent. Page thirteen is the revenue and expenses. At SA total revenues are at 33.2 million. These are categorized by function. You have support services which are administration. Next year we will have comparison data. Principal on debt is just over 1.6 million. There was a surplus to the Academy of 2.2 million.

Nearly every function had a favorable variance. We were underneath your total budgeted expense. Total revenue is 33.2 million. Budgeted revenue was 41.2 million. Lookin on page 21, Construction is at \$150,000. Last year had the biggest changes was the merger with the high school paying off those loans and reborrowing under the name of Summit Academy. This year Current debt is 53 million. One million six hundred thousand paid down and that left 50 million left. Your debt service will be pretty close to what it has been in 2024. The premium needs to be amortized every year. Total debt service is 4.2 million a year for the next 5 years. There is more information in the notes. Employees contributed \$151,000.00. The rest is there for you to enjoy. The yellow book report is where you would find your findings or compliance issues. There were not any findings.

A Motion to approve the Audit Report for fiscal year 2024-2025 for Summit Academy Schools was given by Jared Morgan.

A second was given by Elizabeth Lau

Vote - Yes- Chelsea Welch, Elizabeth Lau, Tracy Ellis, Jared Morgan, Wilson Sivertson, and Daynia MacArtney.

Motion carries

Financial Update - Brad Wilkinson

Update for financials for the first quarter of the school year. Of that 20 million in our fund balance, it breaks down what is going to what program. Most importantly are the bond covenants. We had a net increase of 2.2 million. That is super healthy. Those are left on the table because that is in our bond covenants. We are on target to meet those bond covenants. Green in the report means we are on track. He doesn't think we will have to do budget revisions until January of 2026. That is the update for this year so far. Jared is asking what the capacity of the high school is. Brad thinks it is around 600 students. Our Charter says differently, but Brad doesn't think that it is possible to go to the higher number. Tracy Ellis asks about the bond covenants regarding the surplus. They want to know what the equity is and how much went into debt service. The easiest way to meet the ratio is to make sure your building payment doesn't exceed 2%. The goal that we have to meet is under 1.5 percent. We are sitting at 1.44. Wilson asks about the ERC Money. The cash is in our bank account. We just haven't recognized that as revenue yet. Come June, we may have to defer it again. Jared asks if we have a plan on where that money would go. Brad states that 90% of that will go to facilities; sports, etc. It is a one time set of money. We have a five year plan and it is all facilities. There are no restrictions on that money. It is at local discretion. We will have a team working on that as well. It is accruing interest. Wilson asks if anyone else is weighing in on those funds. Brad explains that we used to be considered non-profit. We are now a governmental agency- quasi government. Most people believe that we will retain the money. We want to be a little more cautious. Daynia is asking if there are any big projects that can't wait until the money comes available. Brad says that there are a couple that they need to move forward with soon. Next year we may need to figure something out.

Discussion and Action item to review- Alana Johnson

Teacher Retention Update

Ms. Johnson was able to get more information about teacher retention. We noticed that our data is a little different from the Charter School Board information that was given. Our teacher retention is lower than average in the state. On the 2nd page of the report you will see the 7 categories that apply.

1st- a change in LEA

2nd - a life change

3rd - Non renewal of contracts or moving outside of the area.

We have provided some other reasons as to why teachers have left. One chart is Specialized by departments. We also identify what kind of license those teachers have. We can do a better job of retaining our teachers. Daynia asks about how many bodies those numbers represent. Alana says that each year there are about 30-40 new teachers hired. That is out of about 180 full time teachers. She asks what the hardest positions are hardest to higher for. Alana says that upper level math, certain CTE classes and our dual language immersion teachers. Kelly Ellis asks where

that information comes from. Alana got it from principals and from an exit survey that is given as well. Jenn Hatch has updated that and has started doing. Liz is asking what the next step is. Alana says that we have a really good coaching team. She states that we are staying competitive with the neighboring districts and Charters. Wilson states that he thinks that those teachers that go to a different LEA are disgruntled for some reason or another. Alana says a more specific exit survey would be beneficial. We have stayed with the USBE exit survey. Daynia asks about a net promoter score and is asking about Summit's surveys. Alana will work with the development committee to work on the survey. Alana found that a school ebbs and flows. There is not a trend for one campus or another.

Future Summit Academy Preschool Examination

As a Charter School, we would fall under the commercial preschool program. This is a high level outline which is in Board Rule. Our students at the high school are currently taking Child Development. They partner with Summit Adventures to fulfill their requirements. Portions of the curriculum require parent consent. The fourth section is about a feasibility study. It would be a heavy lift. Alana thinks that we should focus our efforts on strengthening our academic programs right now and continue to strengthen the relationship with "My Summit Adventures." Wilson thinks that this should be handed over to the education committee. Liz states that if we had the federal money, we would have it at our school and is surprised that we are not treated the same. Liz mentions that there are way more hurdles for us as a Charter school. There is a separate lottery system for the preschool. Daynia asks if we can charge tuition. They would be subject to a fee schedule. The fee could be waived. Alana says that we partner with them and have banners. Liz says that they can discuss it in the Academic Committee.

Organization Chart Update-Alana Johnson

This is coming back to the board after last month. A major change is having certain names removed. Chelsea states that she felt that the administration did what they were asked to do.

A Motion to approve the Summit Academy Organization Chart for Summit Academy Schools was given by Liz Lau.

A second was given by Wilson Sivertson

Vote - Yes- Chelsea Welch, Elizabeth Lau, Tracy Ellis, Jared Morgan, Wilson Sivertson, and Daynia MacArtney.

Motion carries

Policies for Approval

Fiscal Policies and Procedure 2025-2026- Brad Wilkinson

Each year we look at the Fiscal Policies. Over that last year there have been a few things that we have needed to do. All of the changes have been highlighted in Red. Alana Johnson says that the principals have a few concerns regarding some anniversary dates for teachers. In this proposal, those dates have changed. Brad explains that there is a little confusion regarding the increases received based on the date that they are hired. These changes affect those that are hired in 2026. It usually affects 2-3 for a very

short period of time. The intent is that we keep it clean, simple, fair and fiscally responsible. The finance committee discussed it thoroughly. Wilson wants to hear from the principals and what they think about it. Ms. Cutler put everything in a letter that explains their thinking. Jeff has worked in 4 different districts and a few different charter schools. In every district he has worked in and he also looked into other big close districts. The anniversary date is when you get your year bump. From then on on your anniversary date is when you get the increase. That is how it is done in other school districts. What we don't have is where you have the lane change. It doesn't affect that many people, just a few. Wilson would like to have the school look at what the dollar amount is that they are talking about. Ms. Cutler's letter is read by Ms. Johnson. She doesn't support this policy change. She believes all should receive the raise on January 1st so as not to create problems in moral and teacher retention. Maintaining a consistent raise on January 1st of each school year would be best practice in her opinion.

Daynia is wondering what the teacher retention rate is for first year teachers. Brad wants to make it fair for all teachers for the same amount of time. The equity piece is the most important for him. Brad is trying to have it be fair for everyone. Chelsea Welch would like to know how many people and how much money they are talking about. Lisa Cutler also reminds them that they are missing the cost of living increase as well. Lisa believes that this could make a huge difference as far as community and morale. Dianna Brantley has to sell it and make it worth it since we can't pay them as much as other schools. We have to sell the community and that we care about them. The principals would like to have the administration's support on this. Brad says that the rate of increase is the same for all teachers which is 3%. It is based on the legislature. Wilson would like to wait until more discussion takes place. Brad would like it to be approved leaving section "H" out. Daynia would like to know how many teachers are hired mid-year. Jared would like to say that he is always on the side of generosity. Tracy Ellis would like to know what competitive Charters and district salaries are. Alana brings up the section about purchases for Summit not being shipped to people's homes. Brad Wilkinson clarifies that things should be coming to SA, not to an employee's homes. That is the preferred method. Shipping items should be coming to the facility. This is for internal controls.

A Motion to approve Fiscal Policies and Procedure 2025-2026 with the exception of section 5H regarding Anniversary dates for Summit Academy Schools was given by Elizabeth Lau.

A second was given by Jared Morgan

Vote - Yes- Chelsea Welch, Elizabeth Lau, Tracy Ellis, Jared Morgan, and Daynia MacArtney. Nay- Wilson Sivertson

Motion carries

#4207 Tuition Reimbursement Policy - Update

A Motion to approve policy #4207 Tuition Reimbursement Policy for Summit Academy Schools was given by Wilson Sivertson.

A second was given by Tracy Ellis

Vote - Yes- Chelsea Welch, Elizabeth Lau, Tracy Ellis, Jared Morgan, Wilson Sivertson, and Daynia MacArtney.

Motion carries

#3204 Discipline and Safe Schools Policy - Update

This is a much more substantial change to this policy. It is a direct change given to us from the legislature. We will get the most important things in now and then we can revise it after the Legislature meets again. There will be a comprehensive training that will come with all of this. Those that go through all of the training will be the ones responding in these instances. USBE makes some recommendations on this so that the board can support the staff.

A Motion to approve Policy #3204 Discipline and Safe Schools Policy for Summit Academy Schools was given by Wilson Sivertson.

A second was given by Elizabeth Lau.

Vote - Yes- Chelsea Welch, Elizabeth Lau, Tracy Ellis, Jared Morgan, Wilson Sivertson, and Daynia MacArtney.

Motion carries

#5203 Bullying, Cyber-Bullying, Hazing, and Retaliation Policy - Update
Board Approvals

A Motion to approve policy #5203 Bullying, Cyber-Bullying, Hazing, and Retaliation Policy for Summit Academy Schools was given by Elizabeth Lau

A second was given by Wilson Sivertson

Vote - Yes- Chelsea Welch, Elizabeth Lau, Tracy Ellis, Jared Morgan, Wilson Sivertson, and Daynia MacArtney.

Motion carries

TSSA - Teacher & Student Success Act (and accompanying plan)

This comes before the board each year for approval. All of you have a copy of the report. This is how we use the money that is granted to the school. Brad states that it is around \$800,000.00. There are a lot of ways to use these funds. The majority of that goes to salaries. The remaining pages are for this year's plan. There are five ways that you can attribute these funds: Decrease class size, Hire additional support staff, provide hourly instructional assistance, Augment existing programs or purchase additional curriculum, supplies, technology. USBE did an audit of how these funds are being spent. We have spent additional time laying this out. We have included a stakeholder survey.

A Motion to approve the TSSA - Teacher & Student Success Act and accompanying plan for Summit Academy Schools was given by Elizabeth Lau.

A second was given by Jared Morgan

Vote - Yes- Chelsea Welch, Elizabeth Lau, Tracy Ellis, Jared Morgan, Wilson Sivertson, and Daynia MacArtney.

Motion carries

Summit Academy Schools 2026-2027 School Calendar (First Reading) Chelsea confirms that it adheres to all of the requirements. Alana verifies that it does. Jared asks about major holidays and vacation days and if there are required days for those. Summit is part of two districts and we look at the surrounding districts and try to match them the best that we can. Chelsea shares the history and how this is a very hot issue among parents since our students live in the boundaries of three different districts. We have tried all different things. The board did decide that we would not break our school apart.

Committee Reports - Chelsea would like to remind everyone to please schedule their next committee meeting with your members.

Executive committee- None

Academic Committee- None

Finance/Audit Committee- None

Governance Committee- None

Development Committee- None

Daynia MacArtney is new to the board. She has two children at the Bluffdale campus. She has a lot of experience in recruiting. She has worked with startup companies, building them up. The board is very happy to have her join the board. Tracy Ellis asks about assigning her a committee.

Board Business

There are lots of birthdays to celebrate this month. There is going to be a migration on the board's Google Drive to Share Point. That is a lot to move over. Daynia mentions that she doesn't have access to Google Drive currently.

Follow up items

Next meeting - November 20, 2025.

Closing comments- None

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 for Summit Academy XXXXX was given by NAME.

A second was given by NAME

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

Chelsea Welch, Elizabeth Lau, Tracy Ellis, Jared Morgan, Wilson Sivertson, Daynia MacArtney, and Director Alana Johnson.

Open Session ended at 9:23 p.m.

Closed session began at 9:29 p.m.

Open session resumed at 9:49 p.m.

A Motion to adjourn 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

The meeting adjourned at 9:51 p.m.