

The Board's Role

The board is responsible for:

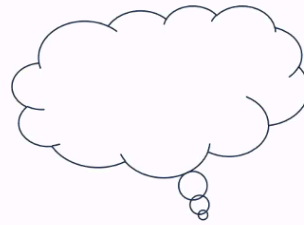
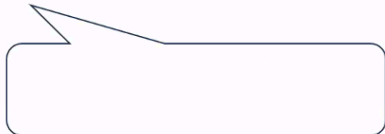
- ✓ Ensuring financial resources align to the mission
- ✓ Monitoring financial performance over time
- ✓ Approving and adjusting the budget
- ✓ Ensuring compliance and transparency

Not responsible for:

- Managing day-to-day financial operations
- Acting as the business office

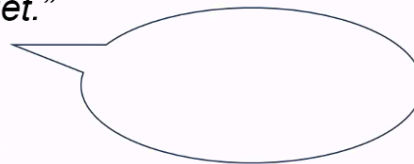
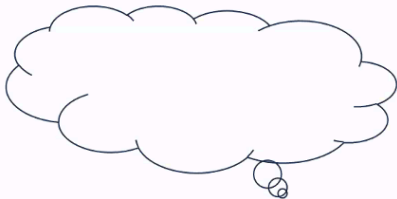
What Boards Often Get Wrong

"If the audit is clean, we're fine."



"Finance is the treasurer's job."

"We just need to approve the budget."



"I don't have a finance background, so I can't engage deeply."

What Good Financial Oversight Looks Like

Strong financial oversight is not about reviewing reports: it is about understanding what those reports are telling you over time.

Effective boards don't just approve financials; they actively monitor patterns, question assumptions, and respond when conditions change. They recognize that a single month rarely tells the full story and instead focus on whether the school is consistently operating in alignment with its plan.

In practice, this means:

- Regularly reviewing financial reports (not just annually)
- Comparing budgeted vs. actual performance
- Looking for trends, not isolated variances
- Adjusting when assumptions no longer hold

Oversight is a continuous process.

Financial Documents

To provide meaningful oversight, board members need to be able to interpret what they are seeing - not just receive it.

Financial reports are designed to communicate the school's financial position, but without a clear understanding of what matters, it is easy to either focus on the wrong details or miss important signals altogether.

The goal is not to become a financial expert.

The goal is to:

- Recognize what is important
- Understand what may signal risk
- Ask questions that clarify what is happening

This is where financial oversight becomes actionable.



What Variances Are Telling You

Not all variances are problems, but all variances are signals. A difference between budgeted and actual figures may reflect timing, intentional decisions, or changing conditions. The role of the board is not to react to every difference, but to understand what is driving it.

The most important question is not:

“What is different?”

It is:

“Why is it different, and what does that mean going forward?”



What Variances Are Telling You (continued)

Look for:

1. Repeated variances across multiple months
2. Revenue shortfalls tied to enrollment or funding
3. Spending increases that were not planned

Patterns matter more than isolated differences.

Balance Sheets & What Boards Need to Know

While the budget shows performance over time, the balance sheet provides a snapshot of the school's financial position at a given moment.

It answers a different question:

What do we have, and what do we owe?

For board members, the goal is not to analyze every line, but to understand whether the school is in a stable financial position.

Balance Sheets (continued)

Focus on:

- Whether assets exceed liabilities
- The level of available cash
- Any signs of growing obligations

A strong balance sheet supports long-term stability.



Key Financial Indicators & Why They Matter

Financial indicators provide a way to step back and assess overall financial health, beyond individual reports.

They are not just numbers—they are signals that help boards understand whether the school is:

1. Meeting its short-term obligations
2. Operating within its means
3. Positioned for long-term sustainability

These indicators are most useful when viewed over time, not in isolation. A single year may reflect a strategic decision, but consistent patterns reveal the true trajectory.

Indicators That Signal Risk

Certain financial indicators can point to increased risk if they fall outside expected ranges.

These do not automatically mean there is a problem—but they should prompt deeper questions.

Examples include:

- Current ratio below 1.0 (difficulty meeting short-term obligations)
- Low days cash on hand (limited flexibility)
- Enrollment below projections (revenue risk)
- Ongoing operating deficits over time

The Role of Enrollment in Financial Health

For most charter schools, enrollment is the primary driver of revenue. This makes it one of the most important factors influencing financial stability. Even strong academic programs can face financial pressure if enrollment declines or falls short of projections. Because budgets are built on expected enrollment, even small gaps can have significant impacts.

Boards should pay close attention to:

- Whether enrollment targets are being met
- Trends over time, not just current numbers
- How enrollment changes affect staffing and expenses



Early Warning Signs



Financial challenges almost never begin with a single alarming moment. They begin quietly, through small shifts that seem manageable on their own but become meaningful when they persist.

A slight gap in revenue. A few months of higher-than-expected spending. Enrollment just below target.

Individually, each can be explained. Over time, they begin to tell a different story.

Strong boards do not wait for a clear problem to emerge. They pay attention to patterns early, when there is still time to respond with flexibility and intention.

Scenario Debrief: What a Weak vs. Strong Board Discussion Sounds Like
(The same financial report can lead to very different board conversations)

Weak Board Response: Stays at the surface.

The board notes that enrollment is a little low, expenses are somewhat high, and cash is still positive.

Members accept brief explanations, express general reassurance, and move on without clarifying what the pattern may mean over time.

Strong Board Response: Goes beneath the surface.

The board connects enrollment, revenue, expenses, and cash; asks whether the school's assumptions are still realistic; and focuses on what may happen if the current pattern continues.

The conversation is not alarmist, but it is disciplined and forward-looking.

The difference is not financial expertise. It is the quality of attention and questioning.

What I liked is the thought expressed immediately above!



ENTHEOS ACADEMY

EXCELLENCE • SERVICE • LEADERSHIP

6204 FIELDWORK POLICY AND PROTOCOL

Purpose

Entheos Academy board supports students' academic development through safe, hands-on fieldwork. All fieldwork will support the vision and purpose of the Entheos Academy charter and comply with Utah State Education guidelines and outlined protocols for optimal participant safety.

Definitions

Fieldwork is defined as work done off-campus in pursuit of classroom projects.

~~Fieldwork may include library research, interviews, and specimen collection.~~

Policy

A note will be sent home to parents/guardians describing the fieldwork excursion's date, time, location, and purpose no later than one week prior to the excursion. A permission form will be required each time students leave campus for a school-sponsored activity.

Protocol

- I. Transportation
 - A. When students leave campus for any school-sponsored activity; not within walking distance, the ideal mode of transportation is via school bus. Students may not be transported by volunteers.
 - B. Adult supervision is required throughout the bus. Teachers and volunteers will disperse themselves amongst the students. Students must stay seated on the bus and follow the same school rules and guidelines expected of them in school. Disciplinary action will be taken if a school rule is broken during a fieldwork excursion. Before every departure, whether from school, fieldwork site, or en route, the teacher or volunteer will ensure each student is safely boarded by performing a roll call by name.
- II. Behavior/Safety
 - A. To help with supervision, teachers and volunteers will each be responsible for a specific, small/manageable group of students, with a **minimum** ratio of one adult per six students. Volunteers and staff are required to follow the fieldwork schedule

6204 Fieldwork Policy and Protocol

of activities. Each student will stay with their assigned group and adult for the entire outing.

- B. Adults must respect ~~students'~~ ~~student's~~ privacy and intrude only to the extent that health and safety require. Adults must protect their own privacy in similar situations. Examples include swimming, scuba diving, etc.
- C. Students must understand that each adult volunteer who accompanies their class is an authority figure responsible for ensuring ~~that rules are followed, that students are kept safe, and that students conduct~~ ~~rules are being followed and that students are being kept safe and conducting~~ themselves respectfully.
- D. Each teacher will establish a short list of rules and expectations that instruct students to conduct themselves respectfully and responsibly wherever they visit, from visiting a museum to hiking in the mountains. These guidelines should be reviewed with students EACH time they leave the school for an outing.
- E. Staff ~~are~~ ~~is~~ required to check for any medical conditions and/or medications before departing on a fieldwork excursion.
- F. A first aid kit must accompany a teacher/volunteer on any fieldwork excursion.
- G. In the event of an emergency, teachers or volunteers must call Entheos administration as soon as possible. If it is a ~~life-or-death~~ ~~life-or-death~~ situation, call 911 before calling the school. Do not call any parents from the emergency site. All calls to parents must be made by an Entheos administrator, board member, or those staff instructed by such persons.
- H. ~~Also, a~~ ~~All~~ media must be directed to the Campus or Executive Director. Staff may speak with the media about the incident at the discretion of the Campus and Executive Directors. Student privacy should be maintained in all media inquiry situations.

III. Parent Participation

- A. All eligible parents/guardians are welcome on all fieldwork outings. If the maximum number of volunteers has already been ~~reached and there is no allowance for additional volunteers~~ ~~met, and there is no allowance for more~~ in the budget, parents/guardians will be responsible for their own transportation and the cost of their admission (if applicable).
- B. All parents/guardians participating in fieldwork must not be a distraction and should not take their child, or any child, away from the group. Leaving the group for any reason is not allowed.

REF: Chaperone Guidelines



ENTHEOS ACADEMY

EXCELLENCE • SERVICE • LEADERSHIP

5601 CHARTER SCHOOL EXTRACURRICULAR ACTIVITIES AT OTHER PUBLIC SCHOOLS

Policy

Entheos Academy will allow students to participate in Extracurricular Activities at other Public Schools as per Utah State Code 53G-6-704.



ENTHEOS ACADEMY

EXCELLENCE • SERVICE • LEADERSHIP

5503 SEARCHES OF STUDENT AND STUDENT PROPERTY

Purpose

Given the school's custodial and tutelary responsibility for children, and the school's intent to preserve a safe environment for all students and staff, school officials recognize that they must have the authority to conduct reasonable searches of students and student property. School officials engaging in searches of students and property shall abide by the following guidelines:

Policy

Student Lockers

Students have no right or expectation of privacy in school lockers. While lockers are under the joint control of students and the school, lockers are solely school property and may be searched at any time by school officials with or without cause. Once a locker is opened for search, any search of student belongings contained within the locker must comply with the guidelines for searches of personal belongings of this policy.

Searches of Students and Student Property

Searches of a student's person or personal property (coats, hats, backpacks, book bags, purses, wallets, notebooks, gym bags, etc.) may be conducted whenever the student's conduct creates a reasonable suspicion that a particular school rule or law has been violated and that the search is reasonably related to the suspicion and not excessively intrusive in light of the age and sex of the student and nature of the infraction. Circumstances warranting a search include those in which school officials ~~have~~**has** reasonable suspicion that the student or student property is concealing weapons, drugs, alcohol, tobacco, unsafe contraband, or lost/stolen/misplaced items.

Searches of Personal Belongings

Personal belongings may be searched by school officials whenever school officials have reasonable suspicion to believe a student is concealing evidence of a policy violation or criminal

5503 Searches of Student and Student Property

activity, and the items being searched are capable of concealing such evidence. The student may be asked to open personal belongings and to turn over personal property for search by a school official. All searches of student property by school officials shall be witnessed by an objective third party (such as another administrator, teacher, or police officer) to observe that the search is not excessively intrusive.

All contraband discovered in a search by school officials shall be immediately confiscated and turned over to law enforcement officers if school officials have reason to believe the contraband is related to the commission of a criminal act.

Searches of Person

School officials shall make sure the search meets the following guidelines:

School officials may ask the student to remove his/her hat, coat, shoes, and socks, turn pockets inside out, and roll up sleeves to see if the student is hiding contraband.

Under no circumstances may school officials require students to remove any other items of clothing or touch students in any way during the search.

If this limited search does not turn up suspected contraband and school officials have reasonable suspicion that the student is concealing contraband in his/her inner clothing (i.e., hiding drugs, weapons or other contraband underneath shirts, pants, or underwear), law enforcement officers shall be summoned immediately to conduct further search and investigation.

Documentation of Searches

School officials shall thoroughly document the details of any search conducted of a student's property or person. Documentation shall be made at the time of the search, or as soon as possible thereafter, and shall include the following:

1. The time, place, and date of the search
2. The reasonable suspicion giving rise to the search (what did school officials suspect to find during the search)
3. The name and title of individuals conducting and observing the search
4. A statement about evidence that was found or not found as a result of the search
5. A statement about who took possession of contraband (i.e., police, school, etc.)
6. Information regarding the attempts of school officials to notify parents about the search.

Students possess the right of privacy of person as well as freedom from unreasonable search and seizure of property. The individual's right, however, is balanced by the ~~school's~~ schools' responsibility to protect the health, safety, and welfare of its students. It should be made clear to all that lockers are the property of the school. A student's locker and/or its contents may be searched by building administrators without prior permission ~~to uphold the safety and security of pupils and personnel, in order to uphold the safety and security of pupils and personnel~~ in

5503 Searches of Student and Student Property

accordance with Act 451, Section 380.1306.

It is strongly recommended that the student also be present for the search of his/her locker. Except in an emergency, it is recommended that the building principal or his/her designee have another adult present during a locker search.

The building principal or his/her designee shall not be obligated to, but may request, ~~but may request~~ the assistance of a law enforcement officer in the course of conducting a locker search. The building principal or his/her designee shall respect the pupil's privacy rights regarding ~~privacy rights of the pupil regarding~~ any items discovered that are not illegal or in violation ~~of any items discovered that are not illegal or against~~ school policy or rules.



ENTHEOS ACADEMY

EXCELLENCE • SERVICE • LEADERSHIP

3111 DISPOSAL OF TEXTBOOKS

Purpose

This policy establishes the procedures for reusing or disposing of textbooks in accordance with state rule.

Definitions

Textbook: Any printed book required for participation in the course of instruction; also includes books used in classes for which textbooks are generally not adopted at the state level.

Usable Textbooks: A set of at least 25 textbooks that are not severely damaged, worn out, or outdated.

Policy

According to Utah Code § 53A-12-207, Entheos Academy will not dispose of usable textbooks without first notifying other school districts of its intent to dispose of the textbooks, including the intended timeline for disposal. This does not apply to textbooks that have been damaged, mutilated, worn out, or are out-of-date.

The School Administrator or designee may negotiate the exchange of the textbooks.



ENTHEOS ACADEMY

EXCELLENCE • SERVICE • LEADERSHIP

EMPLOYEE HANDBOOK

Revised: May 2025

Revised: April 2026

TABLE OF CONTENTS

IMPORTANT NOTICE	6
EMPLOYMENT	9
EQUAL EMPLOYMENT OPPORTUNITY/UNLAWFUL HARASSMENT	9
ADA and Religious Accommodation	9
Sexual Harassment	9
Complaint Procedure	10
EMPLOYEE STATUS	10
Full-time Employee	10
Part-time Employee.....	10
Temporary Employee	10
Exempt Employee.....	10
Nonexempt Employee.....	11
COMPENSATION	11
Employee Evaluations.....	11
Employee Termination	11
EMPLOYEE BENEFITS.....	11
INSURANCE BENEFIT PLANS	11
Medical Plan - PEHP Summit Exclusive Medical Insurance Plan	11
Dental Plan	12
UNUM Base Life Insurance Plan	12
UNUM Voluntary Life Insurance Plan.....	12
Flexible Spending Account – Accrue CMS	12
HRA Account – TASC.....	12
HOLIDAYS.....	13
SICK LEAVE PAY	13
LEAVES OF ABSENCE	14
FUNERAL LEAVE	14
JURY DUTY	14
FAMILY AND MEDICAL LEAVE (FMLA LEAVE)	14
MILITARY FAMILY LEAVE ENTITLEMENTS	14
Benefits and Protections	15
Eligibility Requirements.....	15
Definition of Serious Health Condition.....	15

Use of Leave	16
Substitution of Paid Leave for Unpaid Leave	16
Employee Responsibilities.....	16
Entheos Academy’s Responsibilities	17
Unlawful Acts	17
Enforcement.....	17
MEDICAL LEAVE (FOR EMPLOYEES PRE- AND POST-FMLA)	17
MILITARY LEAVE.....	18
PERSONAL LEAVE.....	18
VOTING	19
PAY	19
OVERTIME.....	19
PAYDAYS	19
PAY FOR EXEMPT EMPLOYEES.....	19
TIME REPORTING	20
GARNISHMENTS.....	20
WORK ENVIRONMENT	21
ALCOHOL AND DRUGS	21
ANTI-VIOLENCE	21
Bullying, Cyber Bullying, Hazing and abusive conduct policy	21
APPEARANCE, ATTIRE, AND HYGIENE.....	24
ATTENDANCE AND PUNCTUALITY	24
COMMUNICATION SYSTEMS	25
Personal Use of the Internet	25
Software and Copyright.....	25
Unauthorized Use.....	25
E-mail.....	26
Voice Mail.....	26
Telephones/Cell Phones/Mobile Devices.....	26
Personal Use of Social Media Guidelines	27
CONFIDENTIAL INFORMATION	27
Child Abuse and Neglect Reporting by Education Personnel	28
Child Sexual Abuse Prevention	28
Medical Recommendations by School Personnel to Parents	29

Summary of Legal Liability Coverage for School Employees	30
AHERA – Asbestos Hazard Declaration	31
CONFLICTS OF INTEREST	32
DISCIPLINE	32
JOB RELATED PROBLEMS	32
REFERENCES.....	33
SAFETY/REPORTING OF INJURY	33
SMOKING	33
SEPARATION OF EMPLOYMENT	33
PURCHASING.....	33
Reimbursement Requests	33

IMPORTANT NOTICE

AT ENTHEOS ACADEMY, NEITHER THE EMPLOYEE NOR ENTHEOS ACADEMY IS COMMITTED TO AN EMPLOYMENT RELATIONSHIP FOR A FIXED PERIOD OF TIME. EMPLOYMENT WITH ENTHEOS ACADEMY IS AT-WILL. EITHER THE EMPLOYEE OR MANAGEMENT HAS THE RIGHT TO TERMINATE THE EMPLOYMENT RELATIONSHIP AT ANY TIME, FOR ANY REASON. THE LANGUAGE USED IN THIS HANDBOOK AND ANY VERBAL STATEMENTS BY MANAGEMENT ARE NOT INTENDED TO CONSTITUTE A CONTRACT OF EMPLOYMENT, EITHER EXPRESS OR IMPLIED, NOR IS THERE A GUARANTEE OF EMPLOYMENT FOR ANY SPECIFIC DURATION. NO REPRESENTATIVE OF ENTHEOS ACADEMY, OTHER THAN THE BOARD CHAIR, EXECUTIVE DIRECTOR, OR SCHOOL DIRECTOR HAS THE AUTHORITY TO ENTER INTO AN AGREEMENT OF EMPLOYMENT FOR ANY SPECIFIED PERIOD AND SUCH AGREEMENT MUST BE IN WRITING, SIGNED BY THE BOARD CHAIR OR EXECUTIVE DIRECTOR AND THE EMPLOYEE.

The contents of this handbook are summary guidelines for employees and therefore are not all inclusive. This handbook supersedes all previously issued editions. Except for the at-will nature of the employment, Entheos Academy reserves the right to suspend, terminate, interpret, or change any or all of the guidelines mentioned, along with any other procedures, practices, benefits, or other programs of Entheos Academy. These changes may occur at any time, with or without notice.

FROM THE BOARD OF DIRECTORS

This handbook was developed to describe some of the guidelines, programs, and benefits for employees. All employees should familiarize themselves with the contents of the employee handbook as soon as possible, for it may answer many questions about employment with Entheos.

We believe that each employee contributes directly to Entheos Academy's success, and we hope you will take pride in being a member of our team.

We hope that your experience here will be challenging and enjoyable.

Entheos Academy Board of Directors

EMPLOYMENT

EQUAL EMPLOYMENT OPPORTUNITY/UNLAWFUL HARASSMENT

Entheos Academy is dedicated to the principles of equal employment opportunity. We prohibit unlawful discrimination against applicants or employees on the basis of age 40 and over, race, sex, color, religion, national origin, disability, military status, genetic information, or any other status protected by applicable state or local law. This prohibition includes unlawful harassment based on any of these protected classes.

Unlawful harassment includes verbal or physical conduct which has the purpose or effect of substantially interfering with an individual's work performance or creating an intimidating, hostile, or offensive work environment. This policy applies to all employees, including directors, supervisors, co-workers, and non-employees such as customers, clients, vendors, consultants, etc.

ADA AND RELIGIOUS ACCOMMODATION

Entheos Academy will make reasonable accommodation for qualified individuals with known disabilities unless doing so would result in an undue hardship to Entheos Academy or cause a direct threat to health or safety. Entheos Academy will make reasonable accommodation for employees whose work requirements interfere with a religious belief, unless doing so poses undue hardship on Entheos Academy. Employees needing such accommodation are instructed to contact the HR Director immediately.

SEXUAL HARASSMENT

Entheos Academy strongly opposes sexual harassment and inappropriate sexual conduct. Sexual harassment is defined as unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature, when:

- Submission to such conduct is made explicitly or implicitly a term or condition of employment.
- Submission to or rejection of such conduct is used as the basis for decisions affecting an individual's employment.
- Such conduct has the purpose or effect of substantially interfering with an individual's work performance or creating an intimidating, hostile, or offensive work environment.

All employees are expected to conduct themselves in a professional and businesslike manner at all times. Conduct which may violate this policy includes, but is not limited to, sexually implicit or explicit communications whether in:

- Written form, such as cartoons, posters, calendars, notes, letters, e-mails.
- Verbal form, such as comments, jokes, foul or obscene language of a sexual nature, gossiping or questions about another's sex life, or repeated unwanted requests for dates.
- Physical gestures and other nonverbal behavior, such as unwelcome touching, grabbing, fondling, kissing, massaging, and brushing up against another's body.

For full procedures and definitions, please refer to [Entheos Policy #4206 Employee Harassment](#).

COMPLAINT PROCEDURE

If you believe there has been a violation of the EEO policy or harassment based on the protected classes listed above, including sexual harassment, please use the following complaint procedure. Entheos Academy expects employees to make a timely complaint to enable Entheos Academy to investigate and correct any behavior that may be in violation of this policy.

Report the incident to the HR Director or the Executive Director, who will investigate the matter and take corrective action. Your complaint will be kept as confidential as practicable. If you prefer not to go to either of these individuals with your complaint, you should report the incident to Entheos Academy Board Chair.

Entheos Academy prohibits retaliation against any employee for filing a complaint under this policy or for assisting in a complaint investigation. If you believe there has been a violation of our EEO or retaliation standard, please follow the complaint procedure outlined above.

If Entheos Academy determines that an employee's behavior is in violation of this policy, disciplinary action will be taken, up to and including termination of employment.

For full procedures and definitions, please refer to [Entheos Policy #4203 Employee Complaint Resolution](#).

EMPLOYEE STATUS

FULL-TIME EMPLOYEE

An employee normally scheduled to work at least 40 hours per week. Full-time employees are currently eligible except as required by law for Entheos Academy benefits.

PART-TIME EMPLOYEE

An employee normally scheduled to work **up to 29 hours** or less than a 40-hour workweek. Part-time employees are currently ineligible except as required by law for Entheos Academy benefits. Part-time employees are not permitted to exceed 29 hours per week without prior permission from the School Director or HR Director. Part-time employees exceeding 29 hours per week without prior permission are subject to disciplinary action.

TEMPORARY EMPLOYEE

An employee who is hired in a job established for a temporary period or for a specific assignment. Temporary employees are currently ineligible except as required by law for Entheos Academy benefits.

EXEMPT EMPLOYEE

An employee who is not eligible for overtime pay.

FSLA rules require that exempt employees earning less than \$684.00 per week or \$35,568 annually will be required to clock all hours worked and will be paid overtime for time worked exceeding 40 hours per week.

The FLSA minimum wage and overtime exemptions does not apply to teaching professionals.

NONEXEMPT EMPLOYEE

Nonexempt employees are eligible for paid overtime at one and one-half times their regular rate of pay for all hours worked in excess of 40 hours per workweek.

Work Eligibility

Entheos Academy will not hire or continue to employ anyone who cannot demonstrate eligibility to work according to federal law. Employees must provide qualifying document for the I-9 process.

COMPENSATION

We review individual salaries to pay according to the employee's overall job performance, contribution, and responsibilities. Our salary ranges are periodically assessed in order to try to remain competitive with our identified market. Salary increases are not automatic and are awarded only when merited.

EMPLOYEE EVALUATIONS

Entheos is a school of excellence and respect for employees. Staff will be given evaluations in pursuit of excellence as teachers and as leaders in the Entheos community. Formal evaluations are used to help determine need for additional support, continued employment, and compensation.

For full procedures and definitions, please refer to [Entheos Policy 4101 Employee Evaluation](#).

EMPLOYEE TERMINATION

Employment with Entheos Academy is at-will. This means that either the employee or Entheos Academy may terminate the employment relationship at any time, with or without advance notice, for any lawful reason.

For full procedures and definitions, please refer to [Entheos Policy 4103 Employee Termination](#).

EMPLOYEE BENEFITS

INSURANCE BENEFIT PLANS

Entheos Academy offers a complete benefits package that includes options to enroll in medical, dental, employer paid life insurance, voluntary life insurance, and flexible spending accounts. The following is a brief summary of the plan options for qualified staff members:

MEDICAL PLAN - PEHP SUMMIT EXCLUSIVE MEDICAL INSURANCE PLAN

Entheos offers coverage through PEHP (Public Employee Health Plan) that includes coverage to help pay for hospital stays, office visits for a low co-payment, prescription drug coverage, preventative care etc.

Premiums:

Employee only: No cost to employee

Employee + 1 additional family member: \$100 per month

Employee + 2 or more family members: \$200 per month

DENTAL PLAN

Provides you and your eligible dependents with dental coverage. Entheos Academy covers the cost of monthly premiums for eligible employees and eligible dependents.

PEHP Dental includes coverage for preventative services such as exams, cleanings, and x-rays at no cost (exclusions may apply). There is also limited coverage for fillings, root canals, gum treatments, and orthodontic care. There will be a cost share between you and PEHP Dental.

UNUM BASE LIFE INSURANCE PLAN

Entheos provides each eligible employee with \$50,000 in life insurance, \$10,000 in coverage for spouses, and \$2000.00 for eligible children. Although there is no cost to the employee, you will need to enroll to receive coverage.

UNUM VOLUNTARY LIFE INSURANCE PLAN

You must be enrolled in the Policy holder's basic Life and AD&D Insurance plan to be eligible for Voluntary Life and AD&D Insurance. Enrolled employees will have the option to enroll in additional life insurance at an additional cost per month.

FLEXIBLE SPENDING ACCOUNT – ACCRUE CMS

Employees can elect to have money withheld from their pay on a pre-tax basis to pay for allowable medical, dental vision and RX expenses. A flex-spend debit card will be used to access those dollars at the provider or other vendor's place of business.

HRA ACCOUNT – TASC

Entheos Academy offers an HRA benefit for eligible employees who do not participate in the Entheos sponsored health benefits plan. Employees must provide proof of health coverage to be eligible for HRA benefits. Eligible employees will receive \$200.00 per month deposited to their HRA account. HRA accounts

are employer owned. Account balances are forfeited should the employee elect to participate in Entheos sponsored health coverage or if the employee leaves the employment of Entheos Academy for any reason.

For more information about these Plans, please refer to the Summary Plan Description or contact the Human Resources Department. In the event the above information conflicts with the actual terms and conditions of coverage, the latter governs.

HOLIDAYS

Please refer to the Entheos Academy Staff Calendar for paid days off. Paid days off are offered to full-time, exempt employees. All exempt employees are expected to be at work on scheduled staff work days.

SICK LEAVE PAY

Full-time employees are allotted 9 personal/sick days during the calendar school year. Employees are expected to be present for all scheduled staff work days (see Entheos Academy Staff Calendar). If an exempt or full-time employee is not present on a scheduled staff work day, the day will count against the 9 allotted personal/sick days. Personal/sick time may only be taken in half-day or full-day increments. Personal/sick days exceeding the 9 allotted days will be charged to the employee at the employee's daily rate. Part-time employees are not eligible for paid sick leave or paid personal days.

When unable to report to work due to illness, employees must give their supervisor as much advance notice as possible before the start of the day.

Sick/personal leave is not allowed to accumulate from year to year. Unused sick/personal days will be paid at 100.00 per day on the second paycheck in June. Upon separation of employment, employees do not receive pay for any unused sick/personal leave. Any sick/personal leave is forfeited

Neither sick leave/personal pay nor short-term disability may be used for absences covered by workers' compensation insurance.

If more time off is needed than provided above, other leave may be granted upon the approval of the Director/HR Director.

LEAVES OF ABSENCE

FUNERAL LEAVE

In the event of a death of an immediate relative, full-time and exempt employees are currently granted up to one paid day to attend a funeral. Immediate family is defined as the employee's spouse, parents, children, sisters, brothers, mother-in-law and father-in-law.

If more time off is needed than provided above, other leave may be granted upon the approval of the Director/HR Director.

JURY DUTY

Entheos Academy recognizes jury duty as a civic responsibility of everyone. When summoned for jury duty, a full-time employee will be granted paid leave to perform his or her duty as a juror. If the employee is excused from jury duty during his or her regular work hours, he or she is expected to report to work promptly. Part-time employees will be granted unpaid leave.

FAMILY AND MEDICAL LEAVE (FMLA LEAVE)

Entheos Academy provides up to 12 weeks of unpaid, job-protected leave to eligible employees for the following reasons:

- Incapacity due to pregnancy, prenatal medical care, or child birth.
- To care for the employee's child after birth, or placement for adoption or fostercare.
- To care for the employee's spouse, son or daughter, or parent, who has a serious health condition.
- Serious health conditions that makes the employee unable to perform the employee's job.

MILITARY FAMILY LEAVE ENTITLEMENTS

Eligible employees with a spouse, son, daughter, or parent on active duty or called to active duty status in the Armed Forces, National Guard, or Reserves may use their 12- week leave entitlement to address certain qualifying exigencies. Qualifying exigencies may include attending certain military events, arranging for alternative childcare, addressing certain financial and legal arrangements, attending certain counseling sessions, and attending post-deployment reintegration briefings.

FMLA also includes a special leave entitlement that permits eligible employees to take up to 26 weeks of leave to care for a covered servicemember during a single 12-month period. A covered servicemember is: (1) a current member of the Armed Forces, including a member of the National Guard or Reserves, who is undergoing medical treatment, recuperation or therapy, is otherwise in outpatient status, or is otherwise on the temporary disability retired list, for a serious injury or illness*; or (2) a veteran who was discharged or released under conditions other than dishonorable at any time during the five-year period prior to the first date the eligible employee takes FMLA leave to care for the covered veteran, and who is undergoing medical treatment, recuperation, or therapy for a serious injury or illness.*

*The FMLA definitions of “serious injury or illness” for current service members and veterans are distinct from the FMLA definition of “serious health condition.”

BENEFITS AND PROTECTIONS

During FMLA leave, Entheos Academy maintains the employee’s health coverage under any group health plan on the same terms as if the employee had continued to work.

Employees must continue to pay their portion of any insurance premium while on leave. If the employee is able but does not return to work after the expiration of the leave, the employee will be required to reimburse Entheos Academy for payment of insurance premiums during leave.

Upon return from FMLA leave, most employees are restored to their original or equivalent positions with equivalent pay, benefits, and other employment terms. Certain highly compensated employees (key employees) may have limited reinstatement rights.

Use of FMLA leave cannot result in the loss of any employment benefit that accrued prior to the start of an employee’s leave. Holidays, funeral leave, or employer’s jury duty pay are not granted on unpaid leave.

ELIGIBILITY REQUIREMENTS

Employees are eligible if they have worked for Entheos Academy for at least 12 months, for 1,250 hours over the previous 12 months, and if they work at a work site with at least 50 employees within 75 miles.

DEFINITION OF SERIOUS HEALTH CONDITION

A serious health condition is an illness, injury, impairment, or physical or mental condition that involves either an overnight stay in a medical care facility, or continuing treatment by a health care provider for a condition that either prevents the employee from performing the functions of the employee’s job, or prevents a qualified family member from participating in school or other daily activities.

Subject to certain conditions, the continuing treatment requirement may be met by a period of incapacity of more than three consecutive full calendar days combined with at least two visits to a health care

provider or one visit and a regime of continuing treatment, or incapacity due to pregnancy, or incapacity due to a chronic condition.

Other conditions may meet the definition of continuing treatment.

USE OF LEAVE

The maximum time allowed for FMLA leave is either 12 weeks in the 12-month period as defined by Entheos Academy, or 26 weeks as explained above.

An employee does not need to use this leave entitlement in one block. Leave can be taken intermittently or on a reduced leave schedule when medically necessary.

Employees must make reasonable efforts to schedule leave for planned medical treatment so as not to unduly disrupt Entheos Academy's operations. Leave due to qualifying exigencies may also be taken on an intermittent basis.

Employees taking intermittent or reduced schedule leave based on planned medical treatment and those taking intermittent or reduced schedule family leave with Entheos Academy's agreement may be required to temporarily transfer to another job with equivalent pay and benefits that better accommodates that type of leave.

Beginning 08/01/2026 the 12-month period for FMLA leave will be determined using a rolling 12-month period measured backward from the date an employee takes leave.

SUBSTITUTION OF PAID LEAVE FOR UNPAID LEAVE

Entheos Academy requires employees to use paid sick/personal if available, while taking FMLA leave. Paid leave used at the same time as FMLA leave must be taken in compliance with Entheos Academy's normal paid leave policies. FMLA leave is without pay when paid leave benefits are exhausted. Neither sick leave/personal pay nor short-term disability may be used for absences covered by workers' compensation insurance.

EMPLOYEE RESPONSIBILITIES

Employees must provide 30 days' advance notice of the need to take FMLA leave when the need is foreseeable. When 30 days' notice is not possible, the employee must provide notice as soon as practicable and generally must comply with Entheos Academy's normal call-in procedures.

Employees must provide sufficient information for Entheos Academy to determine if the leave may qualify for FMLA protection and the anticipated timing and duration of the leave. Sufficient information may include that the employee is unable to perform job functions; the family member is unable to perform daily activities; the need for hospitalization or continuing treatment by a health care provider, or circumstances

supporting the need for military family leave. Employees also must inform Entheos Academy if the requested leave is for a reason for which FMLA leave was previously taken or certified.

Employees also may be required to provide a certification and periodic recertification supporting the need for leave. Entheos Academy may require second and third medical opinions at Entheos Academy's expense. Documentation confirming family relationship, adoption, or foster care may be required. If notification and appropriate certification are not provided in a timely manner, approval for leave may be denied. Continued absence after denial of leave may result in disciplinary action in accordance with Entheos Academy's attendance guideline. Employees on leave must contact the Human Resources Manager at least two days before their first day of return.

ENTHEOS ACADEMY'S RESPONSIBILITIES

Entheos Academy will inform employees requesting leave whether they are eligible under FMLA. If they are, the notice will specify any additional information required as well as the employees' rights and responsibilities. If they are not eligible, Entheos Academy will provide a reason for their ineligibility.

Entheos Academy will inform employees if leave will be designated as FMLA-protected and the amount of leave counted against the employee's leave entitlement. If Entheos Academy determines that the leave is not FMLA-protected, Entheos Academy will notify the employee.

UNLAWFUL ACTS

FMLA makes it unlawful for Entheos Academy to:

- Interfere with, restrain, or deny the exercise of any right provided under FMLA.
- Discharge or discriminate against any person for opposing any practice made unlawful by FMLA or for involvement in any proceeding under or relating to FMLA.

ENFORCEMENT

An employee may file a complaint with the U.S. Department of Labor or may bring a private lawsuit against Entheos Academy.

FMLA does not affect any federal or state law prohibiting discrimination, or supersede any state or local law or collective bargaining agreement which provides greater family or medical leave rights.

MEDICAL LEAVE (FOR EMPLOYEES PRE- AND POST-FMLA)

A medical leave of absence may be granted to full-time employees for absences arising from the employee's illness, injury, or pregnancy. This leave may be approved under the following circumstances:

- The employee is not eligible for FMLA leave, or
- Has exhausted all available FMLA leave.

The following conditions must be met for medical leave to be granted:

- The employee has completed ninety (90) days of employment with Entheos Academy, unless leave is needed as a reasonable accommodation for a disability.
- The employee notifies the immediate supervisor as soon as possible of the need for medical leave.
- All available sick leave and earned vacation are used at the beginning of the leave of absence.
- The employee submits to the supervisor a written statement from the attending medical provider outlining the reason for leave and the estimated time needed. (Entheos Academy may require the employee to obtain an opinion from a medical provider selected by Entheos Academy.)
- The Human Resources Director approves the leave before the leave is taken.

Medical leaves, and any extension of leaves, generally will be limited to no longer than 4 weeks. An employee ready to return to work from leave must present a medical provider's statement indicating ability to return to work. If an employee is unable to return to work at the end of FMLA/extended leave, the employee may be entitled to additional accommodation under the Americans with Disabilities Act (ADA) or other law. The employee must supply sufficient information from their medical provider indicating that they are unable to return due to a disability and the likely date the employee will be able to return to work with or without reasonable accommodation. The employee must qualify for coverage under the Act and any accommodation provided must be reasonable and not result in any undue hardship to the employer. The scope and duration of the potential accommodation will be determined after an interactive dialogue between the employee and Entheos Academy.

Entheos Academy may reinstate an employee ready to return from a medical leave of absence, when in the opinion of Entheos Academy, it is practical to do so or, as a reasonable accommodation under the ADA.

Entheos Academy currently continues medical and life insurance benefits for an eligible employee on leave for a maximum of 4 weeks as long as the employee continues to pay the employee's portion of the premium. Sick/personal leave will not accrue during a medical leave of absence. Holidays, funeral pay, or employer's jury duty pay will not be granted during the leave. Part-time employees are not eligible for a leave of absence under these guidelines except as may be required by the ADA. Also see guidelines for Family and Medical Leave (FMLA Leave.)

MILITARY LEAVE

Employees granted a military leave of absence are re-instated and paid in accordance with the laws governing veterans' re-employment rights.

PERSONAL LEAVE

Normally, personal leaves of absence are not granted. If, on rare occasions, management deems the circumstances warrant approval, an unpaid leave for non-medical reasons would be granted for not more than 30 days.

VOTING

Voting is an important responsibility we all assume as citizens. We encourage employees to exercise their voting rights in all municipal, state, and federal elections.

Under most circumstances, it is possible for employees to vote either before or after work. If it is necessary for employees to arrive late or leave work early to vote in any election, employees should arrange with their **supervisor/manager** no later than the day prior to Election Day.

PAY

OVERTIME

From time to time, employees may be required to work overtime. In these instances, employees are given as much advance notice as practical. Non-exempt employees are paid at the rate of one and one-half times their regular hourly rate for hours worked in excess of 40 during the established workweek. The established workweek begins at 12:00 a.m. midnight on Sunday and ends at 11:59 p.m. on Saturday.

Exempt (salaried) employees are not eligible for overtime pay.

For purposes of calculating overtime payments, only hours worked are counted.

PAYDAYS

Employees are paid on the 7th and the 22nd of every month. If the regular payday occurs on a holiday, the payday is the last working day prior to the holiday.

Employees have access to their paystubs and W-2s via Intuit. Paystubs will show gross pay, deductions, and net pay.

Automatic deductions such as additional tax withholding, contributions to voluntary benefit plans, and individual savings plans may be arranged through the HR department.

Entheos requires all employees to utilize direct deposit of their paychecks to their bank account. For exceptional circumstances, the employee should contact the HR Director.

PAY FOR EXEMPT EMPLOYEES

Exempt employees must be paid on a salary basis. This means exempt employees will regularly receive a predetermined amount of compensation each pay period on a bi-monthly basis. Entheos Academy is committed to complying with salary basis requirements which allows properly authorized deductions.

FSLA rules require that exempt employees earning less than \$684.00 per week or \$35,568 annually will be required to clock all hours worked and will be paid overtime for time worked exceeding 40 hours per week.

The FLSA minimum wage and overtime exemptions does not apply to teaching professionals.

If you believe an improper deduction has been made to your salary, you should immediately report this information to Human Resources. Reports of improper deductions will be promptly investigated. If it is determined that an improper deduction has occurred, you will be promptly reimbursed.

TIME REPORTING

Non-exempt employees are required to clock in and out daily. At the conclusion of each pay period (the 15th and the last day of the month), employees must review their timecard for accuracy.

Exempt employees are required to report to their department manager monthly time off from their regular work schedule. Some exempt employees may be required to clock in and out for reporting purposes.

FSLA rules require that exempt employees earning less than \$684.00 per week or \$35,568 annually will be required to clock all hours worked and will be paid overtime for time worked exceeding 40 hours per week.

The FLSA minimum wage and overtime exemptions do not apply to teaching professionals.

These records are the only ones used by Entheos Academy to calculate employee pay and paid time off balances. It is very important that they are accurate and complete. Nonexempt employees and exempt employees earning less than the FLSA Minimum wage are expected to submit accurate and complete time records reflecting all hours worked. Employees who also chose to keep their own personal time records must provide the records to Entheos Academy if they find a discrepancy between Entheos Academy's records and their records. Employees should contact their supervisors or the HR department with any questions about how their pay is calculated. Employees must promptly notify their supervisors or the HR department of any mistakes in their time records or pay. Employees also must notify one of these individuals if they perceive that anyone is interfering with their ability to record their time accurately and completely. All reports will be investigated, and appropriate corrective action will be taken. Entheos Academy will not tolerate retaliation against employees for making a report or participating in an investigation.

GARNISHMENTS

By law or court action, a creditor can require Entheos Academy to withhold a certain percentage of your pay. If garnishments or other withholding orders are instituted against an employee, Entheos Academy will deduct the required amount from the employee's paycheck. Garnishment actions are conducted in compliance with appropriate federal and state laws.

WORK ENVIRONMENT

ALCOHOL AND DRUGS

Alert and rational behavior is required for the safe and adequate performance of job duties. Therefore, working after the apparent use of alcohol, a controlled substance or abuse of any other substance is prohibited. Furthermore, the possession, purchase, or consumption (use), or sale of a controlled substance or alcohol on Entheos Academy premises or while conducting Entheos Academy business is prohibited.

ANTI-VIOLENCE

Any action, which in management's opinion is inappropriate to the workplace, will not be tolerated. Such behaviors may include, but are not limited to, physical and/or verbal intimidating, threatening, or violent conduct, vandalism, sabotage, arson, use of weapons, and bullying.

Employees should immediately report any such occurrence to their supervisor or to the Human Resources Department. We will investigate complaints. When employees are found to have engaged in the above conduct, management will take action that it believes is appropriate.

Employees should directly contact law enforcement, security, and/or emergency services if they believe there is an imminent threat to the safety and health of themselves or co-workers.

Workplace bullying is repeated mistreatment through verbal abuse, offensive conduct/behavior and work interference. If you feel you are subjected to workplace bullying please contact human resources. For full procedures and definitions, please refer to [Entheos Policy #4206 Employee Harassment](#) and [Entheos Policy 5401 Bullying, Cyber-Bullying, Hazing, and Abusive Conduct](#).

BULLYING, CYBER BULLYING, HAZING AND ABUSIVE CONDUCT POLICY

PURPOSE

Entheos Academy is committed to providing a safe, respectful, and supportive learning environment. Bullying, cyber-bullying, hazing, abusive conduct, retaliation, and false reports are strictly prohibited. This policy fulfills Utah Code §53G-9-601 to 607 and R277-613, and is reviewed annually with input from parents, students, staff, and community stakeholders

EQUAL PROTECTION

Protections apply to all students and employees regardless of legal status, race, color, national origin, sex, disability, religion, gender identity, sexual orientation, or other personal characteristics.

DEFINITIONS

1. Bullying: Repeated aggressive behavior intended to harm, intimidate, or distress.
2. Cyber-bullying: Bullying through digital means (texts, apps, social media, etc.).
3. Hazing: Acts that endanger a student for initiation, affiliation, or membership.
4. Abusive Conduct: Intimidation, humiliation, or distress directed at a student or employee.
5. Retaliation: Any reprisal against a person who reports or participates in an investigation.
6. False Report: Knowingly making an untrue claim of prohibited conduct.

POLICY

Prohibited Conduct

- I. No student, employee, or volunteer may engage in
 - A. Bullying, cyber-bullying, hazing, abusive conduct, or retaliation
 - B. Sharing or distributing recordings of incidents for harmful purposes
 - C. Making false reports

Reporting

- I. Anyone (student, parent, staff, volunteer) may report concerns in person, in writing, or anonymously.
- II. Reports will be documented promptly.
- III. Anonymous reports will be investigated but cannot be the sole basis for discipline.
- IV. Employees: Any employee who experiences abusive conduct may file a grievance under this policy.

Investigation

- I. Begins within 10 school days of a report.
- II. Investigators must be trained in lawful, confidential investigations.
- III. All interviews and evidence (notes, texts, devices, video, etc.) will be handled confidentially to the extent allowed by law.
- V. Parents of involved students are notified at the start and conclusion of an investigation, including appeal options.
If evidence suggests a civil rights violation, it will be referred appropriately.
- VI. Law enforcement will be notified when criminal behavior is suspected.

Response to Recordings (§53G-9-605(3)(e))

- I. If a student shares recordings of bullying, hazing, or abusive conduct:
 - A. The school will secure and preserve the digital content as possible (including confiscation of devices as needed).
 - B. Students will be interviewed to determine intent and impact.
 - C. Victims who share recordings to seek help will not be disciplined.
 - D. Bystanders or perpetrators who share to harm others may face consequences.
 - E. Actions will be documented in writing.

Action Plans (§53G-9-605(3)(h)-(i))

- I. When an incident is verified, administrators will create a written Action Plan:
 - A. Victim Support: Safety measures, accommodations, decreased exposure to aggressor, access to resources, preservation of educational placement.
 - B. Perpetrator Accountability: Root cause assessment, tailored consequences, supportive measures, possible emergency removal (only when safety requires; “emergency” = imminent threat of harm), and right to appeal consequences.
 - C. Parent Communication: 1. Initial notification promptly after verification. 2. Ongoing updates at least every two weeks. 3. 5401 Bullying and Hazing 3. Final closure report when resolved. 4. Records of all communications maintained.
 - D. Optional Restorative Practices: May be offered with parental consent.
 - E. Plans are monitored and reviewed for effectiveness until closure.

Suicide-Related Provisions (§53G-9-604)

- I. If a student threatens suicide, parents are notified immediately.
- II. Parents are provided with suicide prevention materials and guidance on reducing access to lethal means.
- III. At parent request, the school will share resources and recommendations.
- IV. At student request, records of bullying will be provided and expunged upon graduation.

Retaliation Prohibited

- I. Retaliation against anyone who reports or participates in an investigation is strictly prohibited. The school will assist students and parents in reporting subsequent retaliation.

Training & Prevention

- I. Training provided to students, staff, volunteers, and coaches on:
 - A. Bullying, hazing, cyber-bullying, abusive conduct, retaliation, and false reporting.
 - B. Differences between bullying and discrimination/civil rights violations.
 - C. Impact on protected classes and free speech boundaries.
 - D. Suicide prevention, respectful school culture, and safe technology use.
 - E. Prohibitions and consequences for student athletes.
- II. Frequency: Before participation in activities, to all new hires/volunteers within one year, and at least once every three years for all staff.
- II. Oversight: The LEA designates the School Directors to supervise training, oversee action plans, monitor parent communications, act as liaison with USBE, and assess unsafe school locations for added supervision.

Record & Documentation

- I. Parent notification, action plan implementation, and training records are maintained.
- II. Signed statements of policy receipt are required annually from students, parents, and employees.
- III. Policy is posted on the LEA website and included in student and employee handbooks.

Annual Reporting

I. Each year, the LEA will provide to the USBE:

- A. Copy of board-approved policy
- B. Proof of signed acknowledgments
- C. Proof of staff training
- D. Demographic data on bullying incidents

Policy Review

I. This policy is reviewed annually with input from students, parents, staff, and community stakeholders and updated as needed.

APPEARANCE, ATTIRE, AND HYGIENE

Entheos believes an employee's dress and grooming should be appropriate to the work situation. Radical departures from what Entheos considers conventional dress or personal grooming are not permitted regardless of the nature of the job performed.

General guidelines are as follows:

- Employees are expected to dress in a manner normally acceptable in professional business establishments. The wearing of jeans, leggings as pants, jeggings, t-shirts, hoodies and similar items of casual attire is not permitted. Employees must generally be dressed as well as or better than the students.
- Hair should be clean, combed, and neatly trimmed. Unnatural colors are not tolerated.
- Sideburns, moustaches, and beards should be neatly trimmed. Eccentric styles of facial hair are not permitted.
- Jewelry, piercings, and tattoos shall not be excessive or extreme in nature. Reasonable effort should be made to keep tattoos covered while working. Visible tattoos shall be non-distracting in nature and may not contain any images or words which are controversial or offensive.
- Clothing must cover cleavage, stomach, back and undergarments.
- Skirts, dresses and shorts must be knee-length. This includes skirts and dresses worn over leggings.
- If an employee reports for work improperly dressed or groomed, they may be asked to return home to change at the director's discretion.
- For full procedures and definitions, please refer to [Entheos Policy #4201 Staff Dress Code](#).

ATTENDANCE AND PUNCTUALITY

All employees are expected to be on time and punctual for work. In addition, regular attendance is considered an essential function and is necessary for the efficient operation of the business.

Employees who are going to be absent or late must contact their director or HR as soon as possible prior to the start of their shift. Leaving messages with other employees or on voice mail is not acceptable.

Failure to call in when absent may result in termination.

Any employee exceeding nine (9) missed workdays per calendar school year may be subject to termination. Exceptions will be made for FMLA, ADA, Military, Jury Duty, and other pre-approved absences.

COMMUNICATION SYSTEMS

Entheos Academy's computer network, access to Internet, e-mail and voice mail systems are business tools intended for employees to use in performing their job duties. Therefore, all documents and files are the property of Entheos Academy. All information regarding access to Entheos Academy's computer resources, such as user identifications, access codes, and passwords are confidential Entheos Academy information and may not be disclosed to non-Entheos Academy personnel.

All computer files, documents, and software created or stored on Entheos Academy's computer systems are subject to review and inspection at any time. This includes web-based email employees may access through Entheos Academy systems, whether password protected or not. Employees should not assume that any such information is confidential, including e-mail either sent or received.

Computer equipment should not be removed from Entheos Academy premises without approval from a department head. Upon separation of employment, all communication tools should be returned to Entheos Academy.

For full procedures and definitions, please refer to [Entheos Policy #4300 Employee and Student Computer Acceptable Use](#)

PERSONAL USE OF THE INTERNET

Some employees need to access information through the Internet in order to do their job. Use of the Internet is for business purposes during the time employees are working.

Personal use of the Internet should not be on business time, but rather before or after work or during breaks or lunch period. Regardless, Entheos Academy prohibits the display, transmittal, or downloading of material that is in violation of Entheos Academy guidelines or otherwise is offensive, pornographic, obscene, profane, discriminatory, harassing, insulting, derogatory, or otherwise unlawful at any time.

For full procedures and definitions, please refer to [Entheos Policy #4300 Employee and Student Computer Acceptable Use](#)

SOFTWARE AND COPYRIGHT

Entheos Academy fully supports copyright laws. Employees may not copy or use any software, images, music, or other intellectual property (such as books or videos) unless the employee has the legal right to do so. Employees must comply with all licenses regulating the use of any software and may not disseminate or copy any such software without authorization. Employees may not use unauthorized copies of software on personal computers housed in Entheos Academy facilities.

UNAUTHORIZED USE

Employees may not attempt to gain access to another employee's personal file of e-mail messages or send a message under someone else's name without the latter's express permission. Employees are strictly prohibited from using Entheos Academy communication systems in ways that management deems to be inappropriate. If you have any question whether your behavior would constitute unauthorized use, contact your immediate supervisor before engaging in such conduct.

E-MAIL

E-mail is to be used for business purposes only, during working times. While personal e-mail is permitted, it is to be kept to a minimum. Personal e-mails should be brief and sent or received as seldom as possible. Entheos Academy prohibits the display, transmittal, or downloading of material that is offensive, pornographic, obscene, profane, discriminatory, harassing, insulting, derogatory, or otherwise unlawful at any time. No one may solicit, promote, or advertise any outside organization, product, or service through the use of e-mail or anywhere else on Entheos Academy premises during working times. Working time does not include breaks or meal periods. Management may monitor e-mail from time to time.

Employees are prohibited from unauthorized use of encryption keys or the passwords of other employees to gain access to another employee's e-mail messages.

VOICE MAIL

Entheos Academy voice mail system is intended for transmitting business-related information. Although Entheos Academy does not monitor voice messages as a routine matter, Entheos Academy reserves the right to access and disclose all messages sent over the voice mail system for any purpose. Employees must use judgment and discretion in their personal use of voice mail and must keep such use to a minimum.

TELEPHONES/CELL PHONES/MOBILE DEVICES

School work hours are valuable and should be used for school business. Excessive personal phone calls can significantly disrupt school operations. Employees should use their break or lunch period for personal phone calls.

Phones and mobile devices with cameras should not be used in a way that violates other Entheos Academy guidelines such as, but not limited to, EEO/Sexual Harassment and Confidential Information. Employees accessing Entheos Academy systems and information using a personal device must immediately inform Entheos Academy if the device is lost or stolen.

For safety reasons, employees should avoid the use of cell phones and mobile devices to make calls while driving for school purposes. Employees must park whenever they need to use a cell phone. Generally, stopping on the shoulder of the road is not acceptable. Employees are prohibited from using a cell phone or other device to text while operating a motor vehicle. Texting is permitted only where the vehicle is at rest and lawfully parked.

PERSONAL USE OF SOCIAL MEDIA GUIDELINES

Whenever you use social media, use good judgment. We request that you be respectful of Entheos Academy, our employees, our students, our partners and affiliates, and others. Personal use of social media is never permitted on working time by means of Entheos Academy's computers, Entheos Academy-issued mobile devices, networks, and other IT resources and communications systems. Use of personal mobile devices during work time should be kept to a minimum. Entheos Academy has developed Use of Social Media Guidelines for employees who use social media like blogs, wikis, and social networking sites that may contain postings related to Entheos Academy, employees of Entheos Academy, and any other affiliates of Entheos Academy. Nothing in this guideline is meant to interfere with employees' right under federal law to engage in protected and concerted activity, including employees' ability to discuss terms and conditions of their employment.

Specific Guidelines: Public communications concerning Entheos Academy, employees of Entheos Academy, and any other affiliates of Entheos Academy must not violate any guidelines set forth in this handbook, especially as it relates to discrimination, unlawful harassment, and illegal activities. Your personal or anyone else's blog, wiki, or social networking site is not the ideal place to make a complaint regarding alleged discrimination, unlawful harassment, or safety issues. Complaints to Entheos Academy regarding these issues shall be made consistent with the complaint procedures in this handbook so that Entheos Academy can address them. Blogs, wikis, chat rooms, and other forms of social media communications are individual interactions, not corporate communications. All postings on a blog, wiki, chat room, or social networking site on behalf of Entheos Academy must be preapproved and sent by authorized employees

Employee Use of social media: If you post any comment that promotes or endorses Entheos Academy products or services in any way, the law requires that you disclose that you are employed by Entheos Academy. You must comply with all applicable laws including copyright and fair use laws. You may not disclose any sensitive, proprietary, confidential, or financial information about Entheos Academy. Confidential information includes trade secrets, or anything related to Entheos Academy's inventions, strategy, financials, or products that have not been made public, internal reports, procedures or other internal business-related confidential communications. Further detail is provided in the "Confidentiality" section of your employee handbook. When you use social media, use good judgment. We request that you be respectful of Entheos Academy, our employees, our students, our families, and others. Avoid using statements, photographs, video or audio that reasonably could be viewed as malicious, obscene or threatening, that defames or libels our employees, students, and families, or that might constitute harassment or bullying. Examples of such conduct might include offensive posts meant to intentionally harm someone's reputation or posts that could contribute to a hostile work environment. Please consult with your director if you have any questions about the appropriateness of publishing information relating to Entheos Academy, its employees or any of its students or families.

CONFIDENTIAL INFORMATION

Employees of Entheos Academy may have access to confidential information of the students, employees and their families. Confidential information includes, but is not limited to, information concerning a student's enrollment, discipline, special education records, attendance, PII (personally identifiable

information) including SSID's, birthdates, names, and student ID numbers. Confidential employee information may include, but is not limited to, names, social security numbers, employment information, employee discipline records, wages, and background check information.

Disclosure of confidential information will not be tolerated. This non-disclosure prohibition applies both during and after an employee's employment. Any copying, reproducing, or distributing of confidential information in any manner must be authorized by management. Confidential information remains the property of the employer and must be returned to Entheos Academy upon separation or at any time upon demand.

For full procedures and definitions, please refer to [Entheos Policy #6300 Data Governance Plan](#).

CHILD ABUSE AND NEGLECT REPORTING BY EDUCATION PERSONNEL

Entheos full-time, part-time, and temporary employees, are required to report instances of child abuse or neglect when the employee has a reasonable suspicion that child neglect, dependency, physical or sexual abuse has occurred.

Reasonable suspicion arises when the facts surrounding the incident or suspicion could cause another person in the same situation to suspect child abuse.

All school employees are mandated reporters of child abuse or neglect and are obligated to take immediate action.

If a school employee reasonably suspects child abuse or neglect, it is not the responsibility of the school employee to prove that the child has been abused or neglected or determine whether the child is in need of protection.

Investigation by education personnel prior to submitting a report should not go beyond that necessary to support a reason to believe that a reportable problem exists.

Any employee who knows or reasonably suspects a child has been the victim of child abuse, neglect or dependency shall immediately report the instance to the School Director, or the school counselor, **and** local law enforcement or the Division of Child and Family Services.

Note that although an employee must notify the School Director, or counselor, doing so does not satisfy the employee's personal duty to report to law enforcement or DCFS.

According to Utah Administrative Rule R227-401-3, "Persons making reports or participating in an investigation of alleged child abuse or neglect in good faith are immune from any civil or criminal liability that otherwise might arise from those actions, as provided by law."

CHILD SEXUAL ABUSE PREVENTION

In accordance with Utah Code 53G-2078 Entheos Academy will provide, at least every other year, training and instruction on child sexual abuse and human trafficking prevention and awareness to school personnel on responding to a disclosure of sexual abuse in a supportive, appropriate matter; identifying children who

are victims or may be at risk of becoming victims of human trafficking or commercial sexual exploitation; and the mandatory reporting requirements described in Sections 53E-6-701 and 62A-4a-403.

Entheos Academy will also provide, at least every other year, training to parents of elementary school students on recognizing warning signs of a child who is being sexually abused or who is a victim or may be at risk of becoming a victim of human trafficking or commercial sexual exploitation; and effective, age-appropriate methods for discussing the topic of child sexual abuse with a child.

MEDICAL RECOMMENDATIONS BY SCHOOL PERSONNEL TO PARENTS

In accordance with Utah Code 53G-9-203:

(2) School personnel may:

- (a) provide information and observations to a student's parent about that student, including observations and concerns in the following areas:
 - (i) progress;
 - (ii) health and wellness;
 - (iii) social interactions;
 - (iv) behavior; or
 - (v) topics consistent with Subsection [53E-9-203\(6\)](#);
- (b) communicate information and observations between school personnel regarding a child;
- (c) refer students to other appropriate school personnel and agents, consistent with local school board or charter school policy, including referrals and communication with a school counselor or other mental health professionals working within the school system;
- (d) consult or use appropriate health care professionals in the event of an emergency while the student is at school, consistent with the student emergency information provided at student enrollment;
- (e) exercise their authority relating to the placement within the school or readmission of a child who may be or has been suspended or expelled for a violation of Section [53G-8-205](#); and
- (f) complete a behavioral health evaluation form if requested by a student's parent to provide information to a licensed physician or physician assistant.

(3) School personnel shall:

- (a) report suspected child abuse consistent with Section [62A-4a-403](#);
- (b) comply with applicable state and local health department laws, rules, and policies; and
- (c) conduct evaluations and assessments consistent with the Individuals with Disabilities Education Act, 20 U.S.C. Sec. 1400 et seq., and its subsequent amendments.

(4) Except as provided in Subsection (2), Subsection (6), and Section [53G-9-604](#), school personnel may not:

- (a) recommend to a parent that a child take or continue to take a psychotropic medication;
- (b) require that a student take or continue to take a psychotropic medication as a condition for attending school;
- (c) recommend that a parent seek or use a type of psychiatric or psychological treatment for a child;

- (d) conduct a psychiatric or behavioral health evaluation or mental health screening, test, evaluation, or assessment of a child, except where this Subsection [\(4\)\(d\)](#) conflicts with the Individuals with Disabilities Education Act, 20 U.S.C. Sec. 1400 et seq., and its subsequent amendments; or
 - (e) make a child abuse or neglect report to authorities, including the Division of Child and Family Services, solely or primarily on the basis that a parent refuses to consent to:
 - (i) a psychiatric, psychological, or behavioral treatment for a child, including the administration of a psychotropic medication to a child; or
 - (ii) a psychiatric or behavioral health evaluation of a child.
- (5) Notwithstanding Subsection [\(4\)\(e\)](#), school personnel may make a report that would otherwise be prohibited under Subsection [\(4\)\(e\)](#) if failure to take the action described under Subsection [\(4\)\(e\)](#) would present a serious, imminent risk to the child's safety or the safety of others.
- (6) Notwithstanding Subsection [\(4\)](#), a school counselor or other mental health professional acting in accordance with [Title 58, Chapter 60, Mental Health Professional Practice Act](#), or licensed through the state board, working within the school system may:
- (a) recommend, but not require, a psychiatric or behavioral health evaluation of a child;
 - (b) recommend, but not require, psychiatric, psychological, or behavioral treatment for a child;
 - (c) conduct a psychiatric or behavioral health evaluation or mental health screening, test, evaluation, or assessment of a child in accordance with Section [53E-9-203](#); and
 - (d) provide to a parent, upon the specific request of the parent, a list of three or more health care professionals or providers, including licensed physicians, physician assistants, psychologists, or other health specialists.

SUMMARY OF LEGAL LIABILITY COVERAGE FOR SCHOOL EMPLOYEES

SUMMARY OF COVERAGE FOR EDUCATORS

HANOVER INSURANCE GROUP

Dear Valued Educator,

The purpose of this document is to summarize some of the legal liability coverage purchased by the school through Hanover Insurance Group. Hanover has an A.M. Best rating of "A" (Excellent) with a Financial Size Category of 15 on a scale of 1 to 15, which means they have more than \$2 Billion in policyholder surplus. Size category 15 is the largest.

This liability coverage extends to you as an employee of the school. Three coverages are summarized, General Liability, Educator's Legal Liability and Sexual Misconduct & Molestation Liability. This summary is for informational purposes and policy language will dictate coverage in the event of a claim.

General Liability –

As a charter school employee, you are covered for a civil lawsuit or civil claim alleging bodily injury or property damage resulting from accident that occurs, subject to coverage terms and exclusions. The insurer has the right and duty to defend an insured against any suit seeking damages for which there is coverage.

Noteworthy exclusions are:

- (a) Expected or intended injury

(b) Pollution

Educator's Legal Liability –

As a charter school employee, you are covered for a civil lawsuit or civil claim alleging a negligent act, error or omission, misstatement or misleading statement committed by you in your duties as an employee of the school. The insurer has the right and duty to defend the insured against any "claim" to which this insurance applies.

Noteworthy exclusions are:

(a) Intentional or criminal act

(b) Illegal financial gain

Sexual Misconduct and Molestation Liability –

As a charter school employee, you are covered for a civil lawsuit or civil claim alleging "bodily injury" arising out of a "sexual misconduct or sexual molestation incident." The insurer has the right and duty to defend an insured against any "suit" seeking damages, but only if the coverage applies.

Noteworthy exclusions are:

(a) Any insured who participated in, knowingly allowed or directed any "sexual misconduct or sexual molestation". However, the policy provides \$300,000 of defense reimbursement for an exonerated insured who was accused to have participated in, knowingly allowed or directed any misconduct or molestation.

(b) Dishonesty, fraudulent or criminal act. However, the policy also provides \$25,000 of defense reimbursement for an exonerated insured who was criminally accused and charged.

(c) Sex discrimination

(d) Punitive or exemplary damages

(e) Any person who knew of a "sexual misconduct or sexual molestation incident" and failed to comply with applicable laws or regulations which require the reporting of such act.

If you have any questions about other coverages provided to or by the school, then please contact your director who can work with us on answering those questions.

Sincerely,

Jeffrey M. Hirst, CIC
Account Executive
American Insurance & Investment Corp.
448 South 400 East
Salt Lake City, UT 84111
(801) 364-3434

AHERA – ASBESTOS HAZARD DECLARATION

Dear parents, teachers, and employees:

In 1986, Congress passed the Asbestos Hazard Emergency Response Act (AHERA). AHERA is a provision of the Toxic Substances Control Act. It requires that local education agencies (LEA) such as Entheos Academy inspect for asbestos - containing building materials, prepare and maintain up-to-date AHERA Management Plans, and notify occupants of the plan on a yearly basis. All of this in an effort to prevent the exposure of asbestos to the occupants of our school buildings. Our architects and builders have certified that no asbestos containing materials were used in the construction of Entheos Academy's buildings; therefore, no asbestos containing materials were identified. We will continue to be alert to ensure that asbestos-containing materials do not pose a hazard to our students and staff. Entheos Academy's AHERA Management Plan is available for review in the main office and has been submitted to the Utah Department of Environmental Quality/Division of Air Quality.

CONFLICTS OF INTEREST

Entheos Academy requires that employees protect Entheos Academy information and avoid outside activities or relationships, which do or could improperly influence their decisions or actions on the job.

Conflict of interest situations, which could arise while moonlighting for a competitor of ours, should also be avoided.

Other examples of conflict of interest could be: Serving as a board member or director of a competing school or being self-employed in an occupation which competes with Entheos Academy, or ownership, partnership, or personal involvement in supplier companies or distribution outlets related to Entheos Academy business.

If employees have any questions whether a situation is a conflict of interest, employees should discuss the matter with their supervisor. If it remains unresolved, refer the matter to the Executive Director for final determination.

For full procedures and definitions, please refer to [Entheos Policy #3104 Conflicts of Interest](#).

DISCIPLINE

Occasionally, performance or other behavior falls short of our standards and/or expectations. When this occurs, administration takes action, which in its opinion, seems appropriate.

Disciplinary actions can range from a formal discussion with the employee about the matter to immediate discharge. Action taken by administration in an individual case does not establish a precedent in other circumstances.

JOB RELATED PROBLEMS

Employees who disagree or are dissatisfied with an Entheos Academy practice should promptly discuss the matter with the Director, where appropriate. Normally, this discussion should be held within three to five days of the incident, or in a timely manner. Discussions held in a timely manner will enhance our ability to

resolve concerns while they are fresh in everyone’s mind. The majority of misunderstandings can be resolved at this level.

If the solution offered is not satisfactory, or if it is inappropriate to go to the Director, then employees are encouraged to take the problem to the Executive Director or Human Resources. If the problem still cannot be resolved, employees may submit a written complaint to the Entheos Board Chair for review and final decision about the situation. Also see the EEO/Harassment Complaint Procedure on page 10.

REFERENCES

If employees receive a call inquiring about a former employee, please refer the caller to Human Resources. Only the Human Resources Director has the authority to respond to such inquiries. This restriction includes recommendations on social media sites.

SAFETY/REPORTING OF INJURY

Entheos Academy is committed to a safe work environment for employees. Employees should report any unsafe practices or conditions to their supervisor.

If employees are injured on the job, no matter how minor, they must immediately report this fact in writing to the Human Resources Director.

SMOKING

Smoking, including the use of e-cigarettes and vaping, is prohibited on Entheos property. This restriction applies to all employees and visitors, at all times, including non-business hours.

SEPARATION OF EMPLOYMENT

We request that employees who wish to resign their positions notify Entheos Academy of their anticipated departure date and go over the “check out” procedures at separation (conversion of insurance, return of property, delivery of final paycheck, etc.) with the Human Resources Department.

Employees may be considered for re-employment provided they qualify for the position of interest, and while they were employed with Entheos Academy, maintained satisfactory performance and attendance.

PURCHASING

REIMBURSEMENT REQUESTS

Teachers and departments will be given a budget at the beginning of the school year. It is the teacher/department head's responsibility to ensure that the annual budget is not exceeded. Reimbursement requests must be submitted on the Entheos reimbursement request form available in the front office. **All completed reimbursement requests must be submitted with the original receipt within 2 weeks of the purchase.** All reimbursement requests must be signed by the school director. Reimbursement requests will be denied for purchases that exceed the allotted budget.

ENTHEOS SPENDING CARDS

Entheos will provide an Entheos Visa spending card to eligible employees and board members with a verified need and associated budget. Employees and board members who are issued spending cards must complete the required purchase notifications assurances form prior to receiving their card. Employees are responsible for all charges made with their Entheos issued spending card. Employees and Board Members must adhere to all requirements in the Required Purchase Notifications, and the card may be revoked at any time, for any reason. **Fraudulent use of a card will be prosecuted to the full extent of the law.**

This section intentionally left blank.

ENTHEOS ACADEMY EMPLOYEE HANDBOOK ACKNOWLEDGMENT OF RECEIPT

I HAVE RECEIVED A COPY OF THE EMPLOYEE HANDBOOK. I UNDERSTAND THAT I AM TO BECOME FAMILIAR WITH ITS CONTENTS. FURTHER, I UNDERSTAND:

- EMPLOYMENT WITH ENTHEOS ACADEMY IS AT-WILL. I HAVE THE RIGHT TO END MY WORK RELATIONSHIP WITH ENTHEOS ACADEMY, WITH OR WITHOUT ADVANCE NOTICE FOR ANY REASON. ENTHEOS ACADEMY HAS THE SAME RIGHT.
- THE LANGUAGE USED IN THIS HANDBOOK AND ANY VERBAL STATEMENTS OF MANAGEMENT ARE NOT INTENDED TO CONSTITUTE A CONTRACT OF EMPLOYMENT, EITHER EXPRESSOR IMPLIED, NOR ARE THEY A GUARANTEE OF EMPLOYMENT FOR A SPECIFIC DURATION.
- THE HANDBOOK IS NOT ALL INCLUSIVE, BUT IS INTENDED TO PROVIDE ME WITH A SUMMARY OF SOME OF ENTHEOS ACADEMY'S GUIDELINES.
- THIS EDITION REPLACES ALL PREVIOUSLY ISSUED HANDBOOKS. THE NEED MAY ARISE TO CHANGE THE GUIDELINES DESCRIBED IN THE HANDBOOK, EXCEPT FOR THE AT-WILL NATURE OF EMPLOYMENT. ENTHEOS ACADEMY THEREFORE RESERVES THE RIGHT TO INTERPRET THEM OR TO CHANGE THEM WITHOUT PRIOR NOTICE.
- NO REPRESENTATIVE OF ENTHEOS ACADEMY, OTHER THAN THE BOARD CHAIR, EXECUTIVE DIRECTOR, OR SCHOOL DIRECTOR, HAS THE AUTHORITY TO ENTER INTO AN AGREEMENT OF EMPLOYMENT FOR ANY SPECIFIED PERIOD. ANY SUCH AGREEMENT MUST BE IN WRITING AND SIGNED BY THE BOARD CHAIR, EXECUTIVE DIRECTOR, OR SCHOOL DIRECTOR, AND THE EMPLOYEE; OTHERWISE, NO SUCH AGREEMENT EXISTS.

Employee Name – Printed

Employee Signature

Date

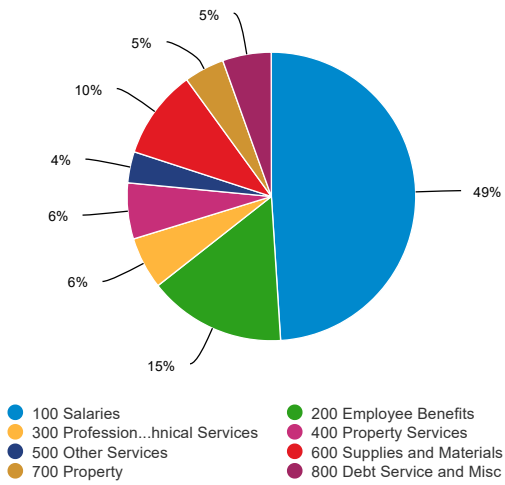
Financial Summary

Category	YTD Amount	Total Budget	Total Forecast	% Target	% Forecast
Revenue (3 School Category records)					
1000 Local Revenue	\$411,421	\$518,850	\$547,354	54.1%	75.2%
3000 State Revenue	\$9,827,193	\$12,598,143	\$13,277,266	74.0%	74.0%
4000 Federal Revenue	\$384,086	\$929,124	\$949,742	0.0%	40.4%
TOT	\$10,622,700	\$14,046,117	\$14,774,362		
Expense (8 School Category records)					
100 Salaries	-\$4,790,059	-\$6,395,000	-\$6,395,000	69.3%	74.9%
200 Employee Benefits	-\$1,460,388	-\$1,991,544	-\$2,015,000	73.7%	72.5%
300 Professional and Technical Services	-\$477,953	-\$757,350	-\$761,500	18.6%	62.8%
400 Property Services	-\$541,639	-\$761,060	-\$818,060	14.0%	66.2%
500 Other Services	-\$246,838	-\$453,000	-\$459,000	16.3%	53.8%
600 Supplies and Materials	-\$899,768	-\$1,282,091	-\$1,304,091	-0.0%	69.0%
700 Property	-\$341,949	-\$591,000	-\$591,000	-0.0%	57.9%
800 Debt Service and Misc	-\$502,340	-\$712,689	-\$712,689	66.4%	70.5%
TOT	-\$9,260,933	-\$12,943,734	-\$13,056,340		
TOT	\$1,361,767	\$1,102,383	\$1,718,022		

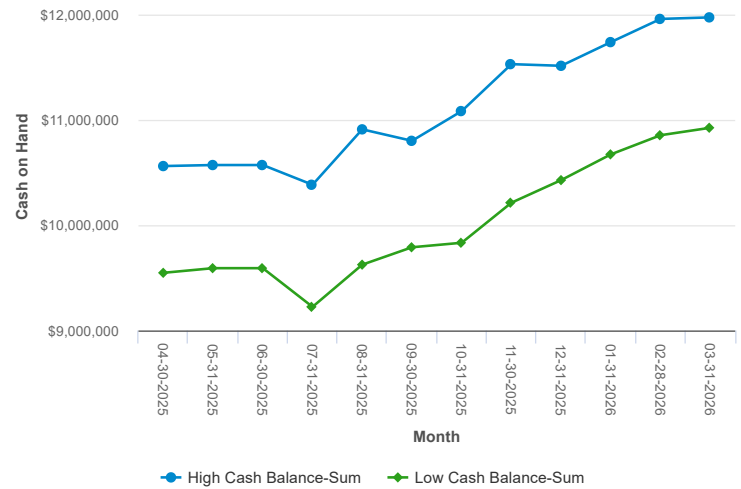
Financial Metrics

Financial Metric	Covenant	Target	Forecast
Net Income		398,565	1,718,022
Operating Margin		4.5%	11.63
Debt Service Ratio	1.10	1.37	3.72
PTIF Balance			9,179,517
Unrestricted Days Cash	30	150	335
Restricted Cash			509,311

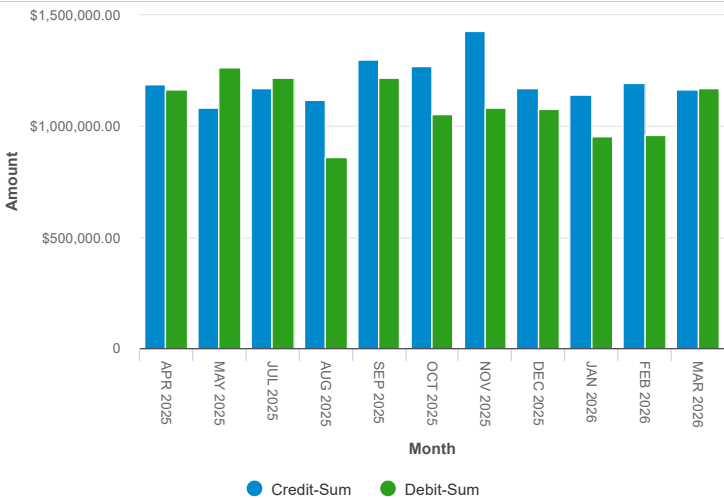
Expense Distribution



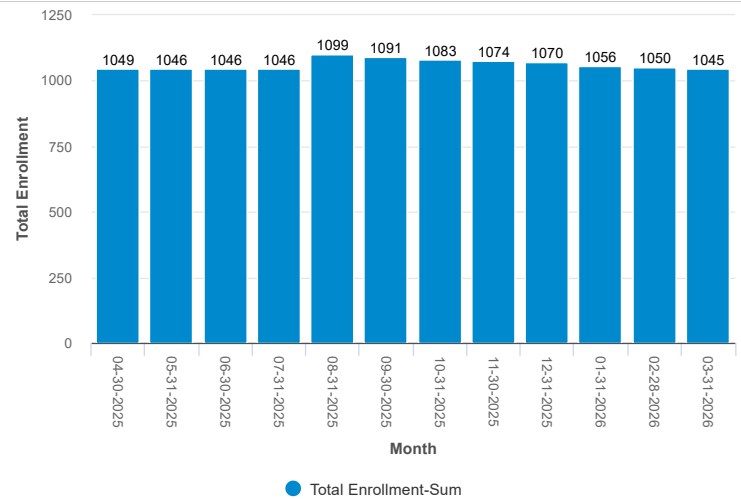
Cash Balance




Revenue vs Expenses



Enrollment Trend






**CEC =
Council for
Exceptional
Children**

Salt Lake City, Utah 2026

Special Education Conference



This year at CEC not only the Special Education Teachers were able to attend, but many of the Paraprofessionals were able to attend as well.

It is a nice, professional environment. We were able to meet people from all over the United States and talk to them about their experiences.

We were able to attend a variety of classes where we learned about strategies to help our students progress and information to grow in our profession.



Some Key Classes Katrina Attended:

SPED Law: This was a good refresher on evaluations, compliance and professionalism, writing measurable goals, etc.

Interventions and Strategies: Clear expectations, PBIS, Purposeful language, Pacing of lessons, Intentional Preparation, etc.



Some Key Classes Katrina Attended:

Centering Student Voice Through Self Determination =
This was an excellent class about helping to get students to “buy in” and be motivated to learn.

Examples: Find out interests, build relationships of trust, be invested in the students, etc.

Dyslexia and Diverse Learners: empathy, repetition, record and listen to themselves read so they can fix their own problems.



Some Key Classes Nicole Attended:

Embodied Inclusion 360 Framework: embodied equity (fostering truly inclusive spaces for our neurodiverse learners that support physical, sensory, and neurological needs, to help them engage and learn).
Considering the nervous system of these students.

Keeping the “IN” in Inclusion: 87% of students with disabilities spend time in General Education classrooms, and 60% of them spend 80% of their time in the gen ed setting. How do we foster connections for our students with disabilities?



Some Key Classes Nicole Attended:

Strategies for Differentiated and Personalized Literacy Instruction: This class gave lots of ideas for how to teach reading and writing: explicit instruction, shared reading, repeated and varied reading, graphic organizers, SRSD (self-regulated strategy development).

Strategies for Responding When an Intervention Isn't Working: Some great tips when it seems like a student is not progressing. Changing the program shouldn't be our first reaction when we are using evidence-based curriculum.

Cultivating a Healthy SpEd Workforce: This was a great class about burnout and how to self-evaluate and use self-care to help prevent it. We will be more effective for our students if we're our best selves!



Knowledge Is Power

As a para, I really appreciate being able to attend this conference!

There are many great classes to choose from with valuable information. Not only can you listen and take notes, but you are also able to download the slides with the information to have them as a reference and refresher.

In my role as a para, I am working with our special ed students every day. The more training I receive, the more I learn, and the more I know, the better I can teach and serve our neurodiverse learners.



**Thank you for approving our attendance at
the CEC Conference!**

Attending the CEC Conference was a valuable investment in professional growth. It reinforced our commitment to providing high-quality, equitable education for all students and equipped us with tools to better support that mission within our school.



ENTHEOS ACADEMY

EXCELLENCE • SERVICE • LEADERSHIP

Entheos Magna Director's Report

April 2026

Service Learning/Adventure

- *Next Mobile School Pantry will be April 27th.*
- Mrs. Wetzel's class is figuring out a way to plant lavender at the school to help prevent mosquitos. They are working with Mr. Bennion to come up with a plan on where the lavender plants should be planted, researching prices, and coming up with the idea to protect the plants from being stepped on or having play equipment on them by getting planter fences. This ties into their **science, social studies, and math curriculum.**
- To go with the **Birds' Amazing Bodies and Caring for Birds Expeditions/Modules**, the first graders are collecting donatable items for the Avian Sanctuary and Protection center.

Service Learning/Adventure

- Student council has been busy:
 - Putting on a Spring Fling dance as a behavior incentive for the month of March/April.
 - Producing an awesome Service Community Circle
 - Organizing and promoting Spirit Week.
 - Our PBIS ticket system through Bloomz was no longer working, so we revamped our system. PBIS tickets are dispersed to students who are caught exhibiting our values and collected by grade level. Weekly, 5 tickets are selected per grade level and those students get to choose any prize.
- Coach Towle held a parent volunteer meeting to start preparing for upcoming Adventure trips in May.

Staff Spotlight

Andy Dalton - Special Education



Andy Dalton is one of our incredible case managers who joined us this year and has made an immediate impact on our school community.

From the very beginning, Andy has been exceptionally helpful—stepping in wherever needed and consistently supporting both students and staff. His strong communication and willingness to collaborate have made him a reliable and valued teammate.

What truly stands out is his grit and growth mindset. He approaches challenges head-on, always looking for solutions and ways to improve. No matter the situation, his focus remains on supporting students and finding what works best for them.

We are grateful for his dedication, problem-solving mindset, and the positive energy he brings to our team!

Thank you Andy!

Staff Spotlight

Jason Russ - Special Education



We'd like to spotlight Jason Russ, one of our dedicated team members who has taken on a new role this year as a middle school case manager after previously teaching science.

His experience in the classroom has carried over seamlessly, allowing him to connect well with students and understand how to best support their needs. He brings a strong knowledge base—especially in math—which has been a great asset in helping students find success.

He is known for his calm, thoughtful approach and his ability to stay organized and intentional in his work. Students and staff alike benefit from his steady presence and the care he brings to supporting learning.

We are grateful for his commitment and the positive impact he continues to make in our school community!

Thank you Jason!

Staff Spotlight

Kiarra Davenport - Paraprofessional



Kiarra Davenport is one of our amazing paraprofessionals who continues to make a meaningful impact on our students and staff! She began her work supporting math, but recently transitioned into the science classroom—where her passion truly shines. With a background in science, she brings enthusiasm and excitement that support both student learning and engagement.

She has built strong relationships with students, creating a space where they feel comfortable asking for help and taking risks in their learning. Her positive, approachable nature makes her a trusted support in the classroom. She works incredibly hard to support her teacher, staying actively engaged and always stepping in where needed. Behind the scenes, she ensures the classroom environment is organized, prepared, and ready for both teaching and learning.

We are grateful for her dedication, initiative, and the care she brings to our school community each day!

Thank you Kiarra!

25-26 Work Plan

Entheos Academy District 2025-26 Work Plan/ TSSA Plan

Multi-Year Impact Goals	Mastery of Knowledge and Skills	Character	High Quality Work
	Entheos Academy will meet or exceed state growth scores on EOY testing in the areas of: Early Literacy Math ELA Science	Entheos Academy will create and maintain a school-wide approach to teaching students to be ethical people, effective learners, and individuals who contribute to a better world.	High Quality Expeditions and classroom experiences will be implemented in every grade, which generate student work that is complex, has high craftsmanship, and is authentic.
2025-26 Performance Goals	65% of students will make typical or better growth by the end of the year, as measured by the state assessments of Acadience and RISE. This goal includes the subcategories of <ul style="list-style-type: none"> ● English Language Learners ● Special Education Students 	80% of teachers will implement a morning Crew centered around our school values, and support our Entheos PBIS structure with strong classroom management to help shape student character.	80% of students will have High Quality Work samples from the current school year in their portfolio by EOY.
2025-26 Implementation Priorities	Core Practice 30 D Core Practice 29 B	Core Practice 23 B Core Practice 21 B	Core Practice 12 D
Leadership Multi-Year Impact Goal	To foster an environment that facilitates a strong, confident, supported, and capable staff crew with an increased sense of teacher efficacy.		
2025-26 Leadership Goal	<ol style="list-style-type: none"> 1. By the end of the academic year, each school administrator will have visited at least 10 classrooms per week to build relationships and stay informed about student and teacher needs. 2. Increase regular student attendance by 3% from 2024-25 to 2025-26. 		

25-26 Work Plan

Mastery of Knowledge and Skills

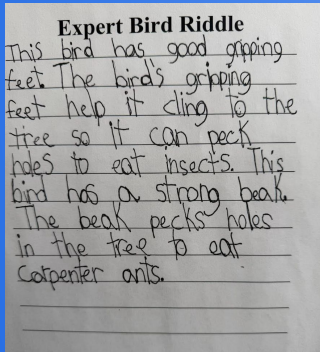
Learning Target: I can use **1)** evidence-based differentiated instructional strategies, **2)** engaging protocols and **3)** data analysis to achieve 65% or more of my students making typical or better growth.

Teachers are reviewing and preparing for testing. RISE testing started for science. Teachers are also working with Buddy Crews to get each other excited for testing!

25-26 Work Plan

High Quality Work

Learning Target: I can recognize what high quality work looks like for the grade level/s and subjects that I teach, and ensure that my students produce high quality work, samples of which are housed in their portfolios.



We have had a lot of High Quality Work completed recently, as teachers have finished up their most recent modules and completed final products.

25-26 Work Plan Character

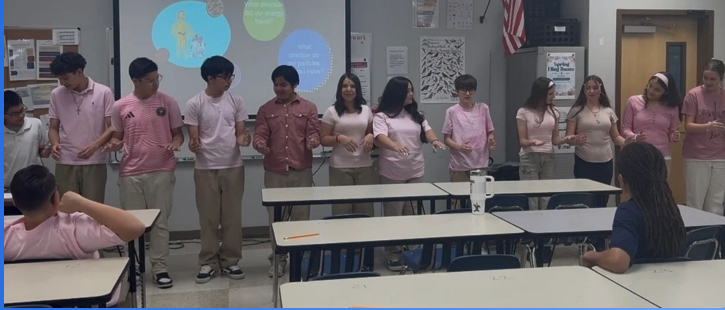
Learning Target: I can implement a strong crew centered on the school values to create, shape and reinforce good character.

Learning Target: I can support our Entheos PBIS structure with strong classroom management.

We have several Director 200 Club celebrations coming up for our elementary students displaying Excellence, Service and Leadership!



Spirit Week



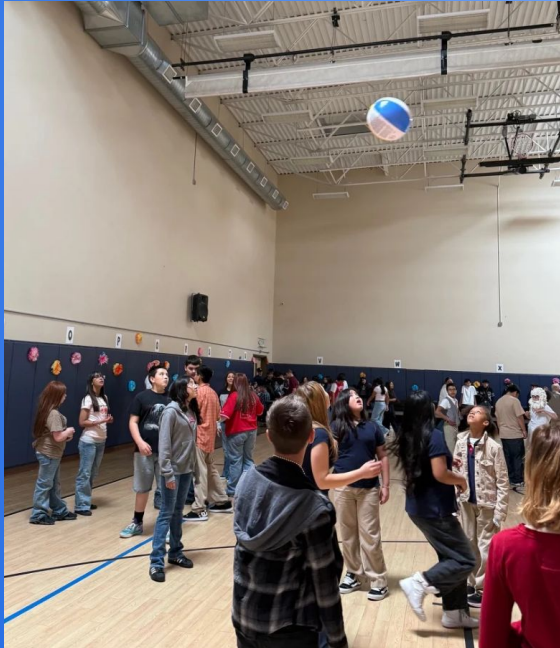
Buddy Crews

Our Crews have been working with other Crews to build relationships and encourage each other during testing. It's been great to see them all having fun together.



Middle School Dance

Our Middle Schoolers had their “Spring Fling” during Spirit Week, which included beach balls and face painting.



Discovery 3-5

Grades 3-5 started their final Discovery session with the “Primacy of Self Discovery.”

Drum Bus!



Stage Combat!



Entheos Kearns Director's Report

April 2026



ENTHEOS ACADEMY

EXCELLENCE • SERVICE • LEADERSHIP

Service Learning/Adventure

The following was reported by Melanie Louviere:

Service:

- Miss Red Thunder's class went to the aviary to do service as part of their **Journey to the Amazon Expedition**. They did some weeding and moved mulch, see photos at the end of the report.
- Miss Kathryn and Miss Beach's classes made bird feeders for the community during their **Living Things Expedition**.

Adventure:

Scheduled for April 21-23, 7th graders going to Arches National Park

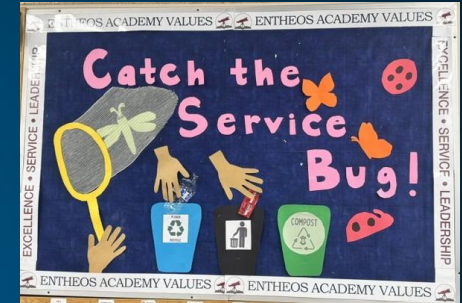


PCO

The following was reported by PCO:

Our PCO decorated our PCO bulletin board.

PCO celebrated April Fools' Day by providing a variety of "donut seeds" for teachers and staff as a fun and lighthearted treat. Staff enjoyed the playful surprise and the creative spirit behind the gesture. The chocolate "donut seeds" option was gluten free to accommodate dietary needs. Milk was also provided for staff and faculty, adding to the festive and appreciative atmosphere created by this cheerful April Fools' celebration.



Staff Recognition

Support: Shaylie Sudbury

Ms. Shaylie is one of our first-grade paraprofessionals and is in her second year with us. She consistently demonstrates a strong growth mindset, actively seeking out feedback and responding to it thoughtfully. Ms. Shaylie is also an excellent collaborator who works closely and effectively with her classroom teacher. Her willingness to learn, grow, and partner in support of students has made her a valued member of our kindergarten team. Thank you, Shaylie, for all you do for our students.



Staff Recognition

Elementary: Jenna Marshall

Ms. Jenna is one of our exceptional kindergarten teachers and has been a valued member of the Entheos family for 6 years. Jenna creates a classroom environment where students feel welcomed, loved, and deeply engaged in their learning. Her ability to foster joy, belonging, and high levels of student participation makes her classroom a special place for young learners. Families hold Ms. Jenna in the highest regard, and she consistently prioritizes clear, effective communication that builds strong home-school partnerships. Her dedication to students, families, and the craft of teaching was recently recognized through her nomination for Charter School Teacher of the Year, where she advanced to the top two in the state of Utah, an incredible and well-deserved honor.



Staff Recognition

Middle School: Jessica Nash

Jessica Nash is our sixth-grade ELA and Social Studies teacher and has been a valued member of our staff for seven years. She consistently creates dynamic and engaging learning experiences for her students. Her instruction brings learning to life through creative strategies such as text evidence competitions, simulations like her “arrest” on the Silk Road, and structured academic protocols including Socratic Seminars and Jigsaws. Jessica is also an integral member of our MKS Crew, where she shares her expertise and supports the professional growth of fellow teachers. Her thoughtful approach fosters deep engagement, critical thinking, and meaningful student discourse in her classroom and beyond.



Work Plan: Mastery of Knowledge and Skills

2025-26 Performance Goal:

65% of students will make typical or better growth by the end of the year, as measured by the state assessments of Acadience and RISE. This goal includes the subcategories of Multi Language Learners and Special Education Students

This year's MKS Learning Target for teachers:

I can use 1) evidenced based differentiated instructional strategies, 2) engaging protocols and 3) data analysis to achieve 65% or more of my students making typical or better growth.

MKS worked with teachers on helping our students with RISE benchmarks and training tests so our students are comfortable with navigating the state assessments with ease. The MKS team also continued with completing their observations of our data inquiry team meetings, where feedback is often provided to improve the fidelity of the protocol.

Work Plan: Character

2025-26 Performance Goal:

80% of teachers will implement a morning Crew centered around our school values, and support our Entheos PBIS structure with strong classroom management to help shape student character.

This year's Character Learning Target for teachers:

I can implement a strong crew centered on the school values to create, shape and reinforce good character. I can support our Entheos PBIS structure with strong classroom management.

The Character Crew is currently in the midst of end-of-year Crew observations. The final Character Crew professional development session of the year focused on the book *Management in the Active Classroom*. Teachers engaged in a deep-dive activity to review a variety of EL Education protocols. Each teacher selected a new protocol to implement in their classroom, supporting continued growth in instructional practice and student engagement.

Work Plan: High Quality Work

2025-26 Performance Goal:

80% of students will have High Quality Work samples from the current school year in their portfolio by EOY.

This year's HQW Learning Target for teachers:

I can recognize what high quality work looks like for the grade level/s and subjects that I teach, and ensure that my students produce high quality work, samples of which are housed in their portfolio.

The High Quality Work Crew is currently planning their final professional development session of the year. This session will provide a refresher on expectations for student-led conferences, student portfolios, and effective parent communication. The focus will be on ensuring consistency, clarity, and high-quality implementation across all classrooms as we continue to strengthen family engagement and student ownership of learning. The High Quality Work Crew will also conduct final portfolio checks, to ensure consistency in expectations and provide a final opportunity to review student work for completeness, quality, and reflection as we close out the school year.

Work Plan: Leadership

2025-26 Performance Goals: (1) By the end of the academic year, each school administrator will have visited at least 10 classrooms per week to build relationships and stay informed about student and teacher needs. (2) Increase student regular attendance by 3% from 2024-25 (51%) to 2025-26 (54%).

Our leadership team has designed and distributed attendance flyers and posts via our school communication platform and also on social media. Our admin team continues to visit classrooms and provide feedback to teachers to improve their craft. We are working on ensuring students are present for the RISE assessments.

FOOD DRIVE 2025-2026

Elementary Results

1st Place – Miss Jacinta’s Crew

2nd Place – Mrs. Bore’s Crew

3rd Place – Miss Annie’s Crew

Middle School Results

1st Place – Mrs. E’s Crew

2nd Place – Mr. Thompson’s Crew

3rd Place – Mrs. Usher’s Crew



This year, the Kearns campus collected a schoolwide total of 1,834 pounds of food for the Kearns Food Pantry. We are proud of the strong participation across all grade levels in support of this important community effort.

Our elementary students collected a total of 760 pounds of food, while our middle school students contributed an impressive 1,074 pounds. A huge thank you to all those donated to support our community. The food pantry informed us that 100 families would be support with this contribution.

High Schools Visited Our 8th Graders

We welcomed several local high school representatives to meet with our eighth-grade students and share information about what to expect as they transition to high school next year. Our students were commended for their respectful engagement and the thoughtful, relevant questions they asked throughout the presentations. We extend our appreciation to Mr. Baker, our Student Support Specialist, for organizing this valuable event and supporting our students through this important transition process.



1st Grade Celebration of Learning: Poetry Slam

Our first-grade students each presented an original poem during a poetry slam, serving as the culminating event for their Sun, Moon, and Stars Expedition. The event was a tremendous success, showcasing students' creativity, confidence, and growth as young writers, while providing an authentic opportunity to share their learning with an audience.



5th Grade Red Thunder's Crew Service at Tracy Aviary : Linked to Amazon Expedition



5th Grade Red Thunder's Crew Service at Tracy Aviary : Linked to Amazon Expedition



3rd to 5th Grade Discovery



3rd to 5th Grade Discovery

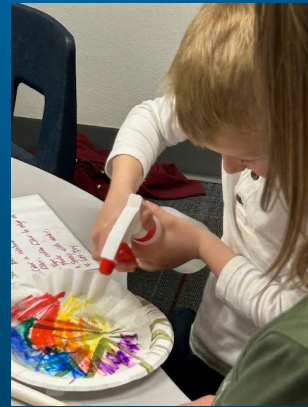


3rd to 5th Grade Discovery



Kindergarten Celebration of Learning

During their Celebration of Learning, our kindergarten students demonstrated their understanding of weather concepts by teaching families, neighbors, and friends about the wonders of weather using fun hands-on experiences.



1st Grade : Living Planet Aquarium



Entheos Executive Director's Report

...

April 2026

Upcoming Calendar Dates

Magna

- Ongoing- 5/29 EOY Testing
- 4/27 Mobile Food Pantry
- 4/30 Student Council Elections
- 5/1 Community Circle
- 5/4 4-H STEM Night @Kearns, 6 - 8
- 5/4 - 5/ 8 Teacher Appreciation Week
- 5/5 - 5/7 Grade 7 Adventure Trip
- 5/11 - 5/14 Book Fair
- 5/14 SLC's- Half Day
- 5/15 SLC's- No School
- **5/15 Celebration of Service @Kearns**
- 5/19 - 5/21 Grade 8 Adventure Trip
- **5/20 Grade 2 C.O.L., 2:15 - 3**

Magna Continued

- 5/21 Mobile Food Pantry
- 5/25 Memorial Day- No School
- 5/26 M.S. Field Day/Yearbooks
- 5/27 Grade 5 Adventure Day
- **5/27 Grade 8 Graduation Passages, 4:30-7**
- 5/29 Last Day of EOY Testing
- 6/2 Talent Show Assembly
- 6/3 Elementary Field Day
- 6/4 Last Day of School
- 6/4 Kinder Graduation, 9:30 - 10:30
- 6/5 Teacher Reporting/Portfolio Day
- 6/8 - 6/10 EOY P.D./Teacher Checkout

Upcoming Calendar Dates

Kearns

- Ongoing- 5/29 EOY Testing
- 5/4 District 4-H STEM Night, 6-8pm
- 5/4 - 5/ 8 Teacher Appreciation Week
- 5/6 - 5/14 Book Fair
- **5/7** **Kinder C.O.L., 5 - 6**
- 5/14 SLC's- Half Day
- 5/15 SLC's- No School
- **5/15** **Celebration of Service @Kearns**
- 5/18 - 5/29 Student Council Elections
- **5/19** **Grade 8 Night of Greatness, 6-7:30**
- 5/25 Memorial Day- No School
- **5/26** **Grade 4 C.O.L., 4 - 5**

Kearns Continued

- 5/28 Community Circle
- **5/28** **Grade 8 Graduation Passages, 4-7:30**
- 5/29 Last Day of EOY Testing
- **5/29** **Grade 8 Graduation Passages, 2 - 4:30**
- **6/1** **Grade 1 C.O.L, 4:15 - 5:15**
- 6/3 Field Day
- 6/3 Kinder Graduation, 6 - 7
- 6/4 Last Day of School
- 6/5 Teacher Reporting/Portfolio Day
- 6/8 - 6/10 EOY P.D./Teacher Checkout

2025- 26 Enrollment

	Magna	Kearns
Enrollment	468	578
Waitlist	102	105

2026- 27 Enrollment

	Magna	Kearns
Enrollment	492	616
Waitlist	47	63

Toys for Tots Literacy Program

The Toys for Tots Literacy Program supports economically disadvantaged children by providing them direct access to books and educational resources that enhance their ability to read and communicate effectively enhancing their ability to compete academically and to succeed in life. Marine Toys for Tots Foundation launched their Literacy Program in 2008. Due to the generosity of donors, books are shipped directly to Title 1 schools at zero cost to the school or families! Because of this program, every student at Entheos will be gifted an age appropriate book!



Nature-Based Adventure Playground Project: Board Update

Current Status: On Track

Phase 1 Complete (Feb 2026)

- Project priority established
- Executive vision approved

Now in Progress (Apr–May 2026)

- Site walks underway at both campuses
- Advisory group formation
- Develop preliminary budget

Coming Next (May 2026)

- Complete site assessments
- Finalize Program of Needs

Key Milestone (End of May)

- Sites, scope, and needs clearly defined

Next Phase (Summer 2026)

- Grant applications & funding strategy

Overall Timeline

- On track for Summer 2027 build

Budget Considerations, 2026-27

We are currently working on our budget for the upcoming school year. Some large considerations are as follows:

- **Reserve Study Repairs/Replacements:**
 - Kearns
 - Doors, Exterior, Metal
 - Air Handling Units Rooftop Heating and Cooling Units
 - Portable Classroom refurbishment
 - Girl's bathroom repairs
 - Magna
 - Air Handling Units, Rooftop Heating and Cooling Units
 - Asphalt Pavement, Crack Repair, Patch, Seal Coat, and Striping
- **Other Major Expenses:**
 - Salary increases to remain competitive
 - Playground build

Utah State Charter School Board Updates



The Utah State Charter School Board is pleased to announce a strategic leadership transition designed to foster innovation and excellence across the state. We are proud to welcome Stacey Hutchings as our new Executive Director, effective April 6th. Stacey brings a defined vision for the future of Utah's charter community and a commitment to student success.

To further support our mission, Lincoln Fillmore will be joining our staff on April 13th as the Director of Communication and Engagement.

By combining Stacey's leadership and Lincoln's expertise with our existing talented team, the SCSB is positioned to lead in educational innovation and work collaboratively with education stakeholders across the state. We are confident in this new direction for the State Charter School Board and the broader charter community. We look forward to sharing more about our vision at the April board meeting.



Stacey Hutchings
Executive Director



Lincoln Fillmore
Director of Communication
and Engagement



We are excited that EL Education is bringing back their National Conference in October 27-30, 2026! After a bumpy few years, EL Education appears to be getting back on track with its original education model, and therefore we believe the classes offered will align with our school values. The conference will be held in San Francisco, and participants are currently being determined.

District Spotlight: Alicia Seeley, District Discovery Coordinator

Ms. Seeley runs the Discovery Program for our entire Entheos district, serving every student grades K-8! The amount of collaboration and initiative, as well as superior organizational skills that Ms. Alicia Seeley exhibits, means that we provide incredible experiences to all the students in our care! Ms. Seeley (along with her 4 person team) is constantly seeking new opportunities and partnerships, and is willing and able to juggle all kinds of tricky logistics to make them happen. The Discovery Program is a signature Entheos experience, and gives our students so many inspiring moments and memories!

Thank you Ms. Alicia Seeley



Questions?



ENTHEOS ACADEMY

EXCELLENCE • SERVICE • LEADERSHIP

23 April 2026

Consent Agenda Items:

1. Policies for Approval

1. Policies for Approval

- a. 3400 Fee and Fee Waiver Policy
- b. 5406 Protection of Pupil Rights Notification and Consent/Opt-Out
- c. 5502 Gang Prevention and Intervention Policy
- d. 6202 School Instruction for Sex Education
- e. [6100 Special Education Policies and Procedures Manual](#)

3400 FEE AND FEE WAIVER POLICY

Purpose

In compliance with Utah Code 53G-7-503, Entheos Academy maintains the following policy on fees and fee waivers.

Policy

- I. Entheos Academy will not charge fees for students in grades six through eight. There are no fees for activities during the school day.
- II. The Entheos Board of Directors will approve the Fee Schedule (if applicable) annually. Prior to registration and payment of Fees, notice of fees (if applicable) will be provided to each student's parents or guardians.
- III. Payment of fees (if applicable) is strongly encouraged to provide an enhanced educational experience; however, fees will be waived for any family that requests it. Therefore, no application process will be required, as all written requests will be honored.
- IV. All students will receive equal access to educational opportunities, and no student will be denied participation in any activity sponsored by Entheos Academy due to non-payment

of fees. In addition, a student's fee waiver status is private and strictly limited to essential business staff only. Fees will never be charged for elementary-grade students (kindergarten through grade five).

5406 PROTECTION OF PUPIL RIGHTS NOTIFICATION AND CONSENT/OPT-OUT

Purpose

In accordance with 53A-13-301 and 53A-13-302, LEAs shall adopt policies governing the protection of family and student privacy. These policies shall require prior written consent of the parent or legal guardian of a student before administering and collecting the information listed below, whether [the](#) information is personally identifiable or not.

Prohibited Activities

Any psychological or psychiatric examination, test, or treatment, or any survey, analysis, or evaluation, in which the purpose or intended effect is to cause the student to reveal information concerning the student's or any family member's:

- (a) political affiliations or political philosophies;
- (b) mental or psychological problems;
- (c) sexual behavior, orientation, or attitudes;
- (d) illegal, anti-social, self-incriminating, or demeaning behavior;
- (e) critical appraisals of individuals with whom the student or family member has close family relationships;
- (f) religious affiliations or beliefs;
- (g) legally recognized privileged and analogous relationships, such as those with lawyers, medical personnel, or ministers; and
- (h) income, except as required by law.

A general consent used to approve admission to school or involvement in special education, remedial education, or a school activity does not constitute written consent under this policy.

Prior written consent shall be required from the parent or legal guardian of a student in all grades, kindergarten through grade 12.

Prior written consent shall be required for activities within the curriculum as well as other school activities.

Requirements for Valid Prior, ~~Written~~ Consent

Parent shall be provided written notice, at least two weeks prior to administration (except in response to a situation which a school employee reasonably believes to be an emergency, or as authorized under Title 62A, Chapter 4a, Part 4, Child Abuse or Neglect Reporting Requirements, or by order of a court). Following disclosure, a parent or guardian may waive the two-week minimum notification period.

This notice shall include:

- (a) Notice that a copy of the educational or student survey questions is made available at the school
- (b) An Internet address where a parent or legal guardian can view the exact survey to be administered
- (c) Reasonable opportunity to obtain written information concerning:
 - a. Records or information, including information about relationships, that may be examined or requested;
 - b. how the records or information shall be examined or reviewed;
 - c. how the information is to be obtained;
 - d. the purposes for which the records or information are needed;
 - e. the entities or persons, regardless of affiliation, who will have access to the personally identifiable information; and
 - f. a method by which a parent of a student can grant permission to access or examine the personally identifiable information.

Authorization

The prior consent is valid only for the activity for which it was granted, unless otherwise agreed to by a student's parent or legal guardian and the person requesting written consent.

To terminate the authorization, the authorizing parent or guardian shall submit a written withdrawal of authorization to the school principal.

Exceptions

If a school employee or agent believes that a situation exists which presents a serious threat to the well-being of a student, that employee or agent shall notify the student's parent or guardian without delay, unless the matter has been reported to the Division of Child and Family Services within the Department of Human Services.

If a school employee, agent, or school resource officer believes a student is at-risk of attempting suicide, physical self-harm, or harming others, the school employee, agent, or school resource officer may intervene and ask a student questions regarding the student's suicidal thoughts, physically self-harming behavior, or thoughts of harming others for the purposes of:

- (a) referring the student to appropriate prevention services; and
- (b) informing the student's parent or legal guardian.

In accordance with §53A-11a-203(3), schools shall notify parents or legal guardians of such threats and incidents. Following parent notification of student suicide threat, bullying incident, cyber-bullying incident, harassment incident, hazing incident or retaliation incident, schools shall maintain a record of the notification, securely and confidentially, consistent with §53A-11a-203.

5502 GANG PREVENTION AND INTERVENTION POLICY

Purpose

Entheos Academy officials are concerned about at-risk youth and are trained to recognize early warning signs for youth in trouble, and will report suspected gang activity to the Director and law enforcement.

Definitions

A gang is defined as a group of three or more individuals with a unique name, identifiable marks, or symbols, who may claim a territory or turf, associate on a regular basis, and who engage in criminal, antisocial behavior, or interfere with the normal, orderly operation of the school.

Policy

- I. Gang activities are prohibited in school and at extra-curricular or school-related activities, as is the wearing of gang paraphernalia or apparel that identifies a student as a gang member. Students aligning themselves with gangs or engaging in gang activities may be suspended or expelled from school. Gang paraphernalia or apparel will be confiscated by school officials and not returned. Entheos Academy faculty and staff reserve the right to interpret whether the attire is appropriate.
- II. Entheos Academy administrators and other school personnel designated by the administration shall have the authority to identify student behavior as gang-related and may be allowed under district policy to treat such designated behavior as imminently dangerous to students and staff and follow the procedures outlined in this policy for disciplining students involved in gang-related activities.
- III. In disciplining students under gang-related provisions, Entheos Academy administrators shall act consistently with and be sensitive to Constitutional protections of freedom of expression and freedom of association.
- IV. Students and parents/legal guardians should be given notice that courts have determined

that the parameters of freedom of expression and freedom of association in a public school setting are different than in society generally.

- V. Incidents of gang-related behavior or association may include, but are not limited to:
1. wearing, possessing, using, distributing, displaying, or selling any clothing, jewelry, emblem, tattoo, badge, symbol, sign, or other items which evidence membership in a gang;
 2. use of name associated with or attributed to a gang;
 3. designation of turf or an area for gang activities, ~~or~~ occupation, or ownership; or
 4. any combination of the preceding indices or activities.

6202 SCHOOL INSTRUCTION FOR SEX EDUCATION

Purpose

It is the position of Entheos Academy that it is the primary responsibility of parents to provide sex education for their children. It is the responsibility of the schools to provide supportive instruction that will complement the efforts in the home. The Board authorizes the District Administration to conduct non-discriminatory health, family life, and character instruction within the framework of guidelines established by the State Board of Education. Schools will provide instruction in community and personal health, physiology, personal hygiene, prevention of communicable diseases, refusal skills, and the harmful effects of pornography according to guidelines established by the Utah State Board of Education, as approved by the Entheos Academy Board of Directors.

Policy

Each elementary school shall plan an elective maturation program for each fifth-grade girl and her parents and each fifth-grade boy and his parents. The primary purposes of the program will be to provide accurate information about sexual development and to encourage discussion in the home.

Parent approval shall be obtained by teachers in writing, using the Utah State Board of Education consent form.

The materials used in school presentations will be medically accurate and aligned with the State's Core Health Curriculum. These materials will be available to parents upon request before the presentations take place. Only Utah State Board of Education recommended materials that have been approved by the Entheos Board of Directors will be used.

District Administration will form an ad hoc Sex Education Materials Review Committee annually. The committee's membership will align with the requirements set forth in USBE [Board Rule R277-474](#).

The committee will review all educational materials and present the approved list to the Entheos Board of Directors for approval.

The Entheos Board of Directors encourages parents to take the opportunity to discuss sex education with their children in the manner and at the time that they feel most appropriate for their child(ren).

ENTHEOS ACADEMY BOARD MEETING MINUTES

March 26, 2026 6:00pm

Held at Entheos Academy Magna Campus
2606 South 7200 West Magna, UT 84044

OPENING

- I. Roll Call
 - a. Board Members Present: Karen Bogenschutz, Rod Eichelberger, Jaren Gibson (arrived 6:04 pm)
 - b. Board Members Excused: Xazmin Prows, Deb Ivie
 - c. Administrators and Staff also present: Esther Blackwell, Jason Bennion, Denise Mathews, Sue Talmadge, Brian Cates of Red Apple, Alisha Cartier
 - d. Administrators Excused:
 - e. Others in attendance: Evette Mendisabal, Luseane Tafisi, Jessica Shupe, Josh Cardenas, Maggie Mair
 - f. Time: (6:02 pm)
- II. Meeting Opened by Rod Eichelberger (6:02 pm)
- III. Pledge of Allegiance led by Jason Bennion (6:02 pm)
- IV. Mission Statement by Karen Bogenschutz (6:03 pm)
- V. Approve minutes from February 26, 2026 Board Meeting and March 26, 2026 Consent Agenda (6:04 pm)
 - a. **Rod Eichelberger motions to approve the February 26, 2026 board meeting minutes and the March 26, 2026 consent agenda. Second by Jaren Gibson.**
 - b. Vote: Rod Eichelberger, Jaren Gibson, Karen Bogenschutz
- VI. Entheos Value Presentation by Rod Eichelberger (6:04 pm)
 - a. Adventure
 - i. “We believe outdoor adventure helps participants learn teamwork, courage, craftsmanship, perseverance and compassion, while discovering they can accomplish more than they thought possible.”

PUBLIC COMMENT

- I. Public Comment: (6:22 pm)
 - a. NONE

INFORMATIONAL ITEMS

- I. Q&A on Director Reports (6:22 pm)
 - a. District: Esther Blackwell - not a lot of events this coming month. Focus on RISE testing. Merit award survey. Outstanding results. Amazing Generation book.
 - b. Magna: Jason Bennion - Service Learning, Director 200 Club, Dr Seuss Day, Middle School Dance
 - c. Kearns: Denise Mathews - PT conference, Math conference, 50+ hours service, 5th grade celebration of learning, State Science Fair

- II. Staff Recognitions (6:30 pm)
 - a. New Magna Teacher - Maggie Mair new 2nd grade teacher
 - b. Magna: McKenna Howell, Lori Orren, Arianna Foutz, Jocelyn Winn
 - c. Kearns: Tanielle McDaniel, Annette Kosten, Aviary Stratton
- III. School Presentation by Josh Cardenas and Jesse Shupe (6:42 PM)
 - a. slideshow - how students learn multiple things at once. School AND Home celebrations
- IV. Budget and Finance Report by Brian Cates (6:52 pm)
 - a. Well ahead of financial expectations, well controlled, healthy cash and investment position, PTIF - can put more in. Strong financial stability and sustainability. Enrollment, slight downhill. Deliberate. Just received legislative estimates last night. Will begin to plug into the budget and put it together for next year. Will start requesting funds, improve margins further. Compliance book next month for audit.
- V. Sex Education Committee report by Sue Talmadge (6:55 pm)
 - a. Committee met - added two new committee members. Reviewed curriculum. Will approve tonight.

DISCUSSION ITEMS

- I. Board Development by Rod Eichelberger (6:57 pm)
 - a. Chapter 7 - What is happening to boys?
 - i. Boys are not engaging in the same type of play. Girls are surpassing boys in academics. Boys are fighting less, less engaging in risky play
 - ii. Safety has become top priority - to the detriment of taking healthy risks. Not motivated to try new things. Lower college graduation rates. Actual risk of having connection to the outside world through a screen.
 - iii. More gradual for boys, not as much data. No interaction with anyone. No socialization, no curiosity for outside world, no dating
 - iv. The author also gave the benefits of video games, and learned lessons in risky play. Learning to make rules, value of rules, judge, work things out, resolve conflict
 - v. Artificial mastery from video games. Think they are being successful while playing games. Gaming is constant stimulation. How can teachers provide the same to engage kids?
 - vi. Competing with what boys are doing - YouTube, Virtual games. Let kids get bored. Less boys are participating in sports.
 - vii. Schools stopped doing hunter education in the school system. Void of social expectation. Missing positive older male influence on younger male.
 - viii. Room for making changes. Sacrifice for parents to participate with children.
 - ix. We let boys be young too old
 - x. Addictive
 - xi. Chapter 8 next month
- II. Board Training - UAPCS (7:21 pm)
 - a. High Impact Boards...
 - i. List of five areas where boards struggle. Asked everyone in attendance where they think we as a board struggles.
 - ii. We don't have a committee for academic performance
 - iii. Invited board to watch and review training
- III. Policies for discussion by Sue Talmadge (7:35 pm)
 - a. 3400 Fee and Fee Waiver Policy - no changes, no comments or questions

- b. 5406 Protection of Pupil Rights Notification and Consent/Opt-Out - no comments or questions
- c. 5502 Gang Prevention and Intervention Policy - no comments or questions
- d. 6100 Special Education Policies and Procedures Manual - no changes, no comments or questions
- e. 6202 School Instruction for Sex Education - no changes, no comments or questions

ACTION ITEMS

- I. **MOTION** (7:37 pm)
 - a. **Rod Eichelberger motions to approve the sex education curriculum. Second by Karen Bogenschutz**
 - b. Vote: Karen Bogenschutz, Jaren Gibson, Rod Eichelberger

ADJOURN

- I. Time: 7:38 pm
- II. Motion: Jaren Gibson motions to adjourn, second Rod Eichelberger
- III. Vote: Karen Bogenschutz, Jaren Gibson, Rod Eichelberger