



Summit Academy Board of Trustees

1225 E 13200 S Draper, UT 84020

September 17, 2026

Board Meeting

6:00 p.m.

(PENDING)

Welcome

The meeting was called to order at 6:09 pm with Elizabeth Lau, Tracy Ellis, Jared Morgan, Wilson Sivertson, Daynia MacArtney, Kathleen Melendez, and Philip Haight.

New Board Members: Kathleen Meléndez and Philip Haight

New Board Member Oath of Office Reading. Both Kathleen Melendez and Philip Haight read and signed the document.

Public Comment- None

Consent Agenda

A Motion to approve the Board Meeting Minutes for June 18, 2026, and July 16, 2026, for Summit Academy Schools was given by Jared Morgan

A second was given by Tracy Ellis

Vote - Yes- Elizabeth Lau, Tracy Ellis, Jared Morgan, Wilson Sivertson, and Daynia MacArtney. Philip Haight and Kathleen Melendez abstained.

Motion carries

Public Comment Policy Revue- Alana Johnson

There were no changes. This will update our internal systems for review.

A Motion to approve the Public Comment Policy #1001 for Summit Academy Schools was given by Daynia.

A second was given by Jared Morgan

Vote - Yes- Elizabeth Lau, Tracy Ellis, Jared Morgan, Wilson Sivertson, Daynia MacArtney, Philip Haight, and Kathleen Melendez

Motion carries

Jared Morgan has a question about a time clock when people are speaking. Liz is happy to have something like that if it becomes a problem. Wilson and Daynia think that it is a bit much to have a clock running. Alana mentions that they have had someone keeping track of the time limit on their phone in the past. Daynia suggests that maybe the board be aware. It is something that the board can be aware of and help each other with the time limits. Liz thinks that it may help the board meetings be more effective. There are questions about what people participating in public comments can say during an Open Board Meeting. They will ask the Board Training specialist.

Director's Report

Campus Updates- Alana Johnson

Attendance: Overall, we are up this year with about 70 students across the LEA. We are preparing for the October first count. That will be critical for our funding for the year. We are up to 20 students at Draper, 30 students at Bluffdale, and about 20 students at the high school, and we have been holding on to them since the beginning of the school year. Liz asks about the count at Draper and gives the Spanish immersion the credit for this. The numbers at Independence are down just a little bit, and Alana is not too worried about it. Brad mentions that they try to be conservative with numbers when they are doing the budget.

The USBE sends out an annual report about all first graders reading on grade level. The state has established new benchmarks for that report. Summit is one of the top 20 schools which is listed in this report which equates to about the top 15 percent of educators at the Elementary level. It is a testament to what our schools are doing, and it is excellent news. Liz states that we should post that somewhere for everyone to see.

Finance Report- Brad Wilkinson

This will be the last meeting where we share numbers from two different school years. We should be able to go over audit information next month or November. There are not any findings or concerns so far as we know. As far as this year, all the financials are there. We added a little bit more to the cash reserves, and Brad added all the designations there for everyone. We have 60ish plus days of excess cash from what is required. We have several bond accounts that are restricted. We are funded from prior year numbers. If there is growth, you get that updated closer to January. Everything is on track for the year so far. The other update is that phase one is getting close. They are planning to paint the lines for the track by next week. There is a Meet tomorrow, and we are trying to make sure that everything is ready to go. We had a few situations where the community ran on the surface before the track was ready, and they had to redo it. An entire soccer team jumped over the fence and ruined the whole thing. Liz asks if we have insurance to cover this kind of event. Jared had a thought that he is wondering if there is some way to honor Scott Petite and would like to find a way to honor him somehow. He passed away from cancer and was a facilities manager at Summit for over 20 years. That project should be done in the next couple of weeks. We have only focused on one entity so far, but we are hoping to continue to get it all reconciled. The next step is to get the committees together and discuss what phase two and phase three look like. Brad asks for more information regarding the Fine Arts Center and who he sends the information to. Should it go through the Development Committee? Liz asks if we could create a timeline that we could move forward with anything. Jared agrees with that. It would help us to know how soon to start the process for different things to happen. The board agreed to have information

about the costs of the performance Arts center before Peter left. Liz asks the staff about what the scope needs to be. Jared reminds the board that we are creating a strategic plan, and capital improvements are a part of that. They are trying to schedule the spending better. Jared needs to know when Phase Two needs to start. Jared didn't feel rushed, but he understands that there are other board members that felt like things were rushed. Brad thinks that having a better idea after winter break for a FY 28 build. Liz knows that they are talking about the High School but wants to make sure that they are looking at all campuses. Brad states that they have a five-year plan for capital improvements. He doesn't want to add new debt. They would like to use cash. They also don't want to use too much cash. The cost of the performing arts center would be so high that they would need to bond for that.

Independence, Draper, Bluffdale- Fall Festival was held last Friday. So many participants. Draper held Donuts with Grown-ups. The line was around the corner. Earlier this week, the three campuses in Bluffdale participated in the reading of the constitution at Bluffdale City Hall.

The LEA Updates- Fall Festival was held last Friday. There were so many participants. Draper held Donuts with Grown-ups. The line was around the corner. Earlier this week, the three campuses in Bluffdale participated in the reading of the constitution at Bluffdale City Hall. The State legislature has asked that every student below the grade level will have an individualized plan. It will be a team to support those students.

SAHS Student Representatives-

Beckham Meredith – SAHS student Body President and Isaac Barrett- SBO Legacy at Summit.

Isaac Barrett- Legacy group at Summit recognizes the clubs at our school, organizes the Service Projects, and gives recognition to our students and the school. First is Club Rush-372 sign-ups. Out of 16 clubs, that is about 23 per club on average. It helps students befriend others.

Beckham- Sports update. Soccer is building as a team, Volleyball had their first win, and Football has their first home game, and National Guard is coming with their cannon and doing the flag ceremony at 7:00. Golf was in Vernal last week and did really well. Academic- We have 36 concurrent classes with nine more coming next week.

Isaac- We had the Welcome back assembly out on the bleachers. Homecoming Assembly is tomorrow inside announcing Homecoming royalty and welcoming new Freshmen student council

Beckam- Stuff upcoming is Homecoming game and dance is next week, College Week and Crucible play in November.

Board Training- Open and Public Meeting Training- Jennifer. Required for all state entities. When using public funds, you must accept responsibility to the public. When you have a quorum of board members, these requirements are triggered. It can be anywhere, not just a scheduled meeting. Be very careful about personal emails. Not your personal home email. It is any email or text discussing school business. Lawyers like to cast a broad net. Use your school address. You need 24 hours' notice to have a public meeting. You must post on pmn.utah.gov. You must post with reasonable specificity. Make sure you have at least two individuals that can post the information, and one of those needs to be a board member. You must post the date and time as well as the agenda. It needs to be on the website and at school. Emergency meetings can be called in case of an emergency, and the website will flag it at the top. It isn't a good idea for this to happen very often. You must have a quorum to vote. You can only

vote on items listed on the agenda. You have to have an electronic policy. You must list an anchor location for all online meetings with at least one board member. Have details of electronic meetings listed on the agenda. There are very few reasons that you can go into a closed session. There are nine reasons listed in the code. Ninety to Ninety five percent of the times you will use the competency of an individual. Closed meeting violations are a Class B misdemeanor. You cannot share information discussed in a closed meeting with outside individuals. The vote must be an individual vote one at a time listing their name. All members attending a closed meeting must be listed. You must record a closed meeting, but you don't share it with anyone without a court order. It must be secure at the school location. Voting to close and adjourn the meeting can be done in one vote. Action taken regarding the closed session must be done in an open meeting. Your minutes need to be approved within a reasonable time frame which is within the next couple of months and available to the public three days after their approval. That is a very tight window. The recordings need to be posted within three business days. Your audio is not edited. Make sure you have a document storage plan at your school. Everyone should read the open and public meetings act that you can find at le.utah.gov since you are accountable for this. During Public comment, the public can say anything they want to. The board members can't. Daynia asks what to do when they have gone over the two minutes. If the public is not allowing the meeting to move forward, then they can be asked to leave and if they don't, the police can be called. It doesn't usually go very well, so be very careful before doing this. Daynia asks what to do if the public starts speaking about very public things. The board needs to remind them that this is an open and public meeting. Liz asks about all the board members attending graduation. When a quorum is attending a school function, they need to post the meeting and record it or make sure to not sit together and not talk to each other.

Director's Report Continued

Campus Updates

SAHS- Homecoming game and new field celebration is tomorrow

Independence, Draper, Bluffdale- Fall Festival was held last Friday. So many participants. Draper held Donuts with Grown-ups. The line was around the corner. Earlier this week, the three campuses in Bluffdale participated in the reading of the constitution at Bluffdale City Hall.

The LEA Updates- Fall Festival was held last Friday. There were so many participants. Draper held Donuts with Grown-ups. The line was around the corner. Earlier this week, the three campuses in Bluffdale participated in the reading of the constitution at Bluffdale City Hall. The State legislature has partnered with USBE and asked that every student below the grade level will have an individualized reading plan. It will be a team to support those students.

Liz Lau introduces the new board members to the administrators in the room.

Discussion and Action item to review

Policy Review

4101 - Benefits and Leave Policy – Alana Johnson

We reviewed this policy last month and were asked to clarify the difference of leave for parental leave and Postpartum leave. Postpartum leave is for a parent that has given birth to a child, and an adopted child's parent received Family Leave. There isn't more for one over the other; it just has a different Title.

A Motion to approve Policy #4101 Benefits and Leave Policy for Summit Academy Schools was given by Jared Morgan

A second was given by Daynia MacArtney

Vote - Yes- Elizabeth Lau, Tracy Ellis, Jared Morgan, Wilson Sivertson, Daynia MacArtney, Philip Haight, and Kathleen Melendez

Motion carries

LEA-Specific Licenses – Fall 2026- Alana Johnson

These are specific licenses for specialized classes. They can have a specific skill or specialize in a particular area related to their profession. They usually are for a small number of classes or time. They have to have a license to teach and to earn a salary for that.

A Motion to approve the LEA-Specific Licenses- Fall 2026 for Summit Academy Schools was given by Daynia MacArtney

A second was given by Philip Haight

Vote - Yes- Elizabeth Lau, Tracy Ellis, Jared Morgan, Wilson Sivertson, Daynia MacArtney, Philip Haight, and Kathleen Melendez

Motion carries

Committee Reports

Executive committee- They met, but there was not anything to discuss.

Academic Committee- None

Finance/Audit Committee- None

Governance Committee- None

Development Committee- None

Board Business Board Business

Committee/School Assignments- So glad to have our new board members here at Summit. Liz is looking at what committees need help from the new board members. Kathleen is interested in working on the Development, Governance, or academic Committees. Philip would like to work with Governance or Development. Liz would like to have Philip do Governance and Finance. Liz would like to have Kathleen work on the Academic committee, and Wilson will be removed from that committee. Liz feels that Governance and Development have been overlapping a lot.

Update to Charter Agreement with SCSB Draft- Alana Johnson

The State Charter School Board has asked that all Charter Schools that have been approved update their Charter every month? Schedule A is what we will want to pay attention to. She wants to know where this work should be done? They haven't given us a deadline, but she would like to know who is going to start working on this. Liz and Alana say that Governance is a good place for it to start and then bring their ideas to the board. Alana says that it will just need to be fine tuning. The board agrees.

Strategic Plan- Jared Morgan

The Committee met with Brad and Alana to review the Foundation of our Strategic Plan. It is a Bond Covenant that we have agreed to with our Bond Holders. Alana has done a great job giving us a foundation for our Strategic Plan. Alana states that it would be wise for every board member to understand how it is set up. Liz asks that each committee looks at the plan first before bringing it to the whole group. Liz states that it would be good to set ourselves a deadline. Jared feels like an appropriate goal is to have something to be voted on by the end of the year. Jared reminds everyone that it isn't the Board role to create the day-to-day activities. This is a 5–10 year plan. Liz requests that each committee discuss what they would like this to look like, and each one can bring suggestions to the rest of the board at next month's board meeting.

Advisory Council-

In the Summit Bylaws, Section eleven states that we could appoint an advisory Council. Liz would like to participate in this council. The members of the council are non-voting members of the community. Next meeting we will talk about it more. Jared is still wondering how we can use this advisory council to help manage fund raising for the LEA. Liz would like to task a committee to work on this. Liz mentions that we have community members that would like to be involved, but not at the Board level. Liz would like to task a committee to decide what this council will do.

Board Effectiveness - Tracy says that the onboarding handbook is good.

Follow up items

Next meeting – October 22, 2026, at 7:00 p.m.

Closed Session

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

A second was given by Philip Haight

Single Voice Vote - Elizabeth Lau-Yes, Tracy Ellis-Yes, Jared Morgan-Yes, Wilson Sivertson-Yes, Daynia MacArtney-Yes, Philip Haight-Yes, and Kathleen Melendez-Yes.

Motion carries

Those attending closed session

Elizabeth Lau, Tracy Ellis, Jared Morgan, Wilson Sivertson, Daynia MacArtney, Philip Haight, Kathleen Melendez, Angela Grimmer, Alana Johnson, and Brad Wilkinson.

Closed session began at 8:32 P.M.

Open session resumed at 10:09 p.m.

A Motion to adjourn was given by Jared Morgan

A second was given by Daynia MacArtney

Vote - Yes- Elizabeth Lau, Tracy Ellis, Jared Morgan, Wilson Sivertson, Daynia MacArtney, Philip Haight, and Kathleen Melendez

Motion Carries

Meeting adjourned at 10:10 p.m.