

# Voyage Academy

## Board of Directors Meeting



**Date:** March 13, 2025

**Location:** 1891 North 1500 West Clinton, UT 84015

**Time:** 6:00PM

**Attendees:** Courtnie Moore, Danielle Pedersen, Janae Howell, Valerie Hulsey, Dennis Henry, Blaire Barker, Dan Ripple Kami Coleman, Nicole Jones, Roger Simpson, Stacey Phillips, Krystal Taylor

*"The mission of Voyage Academy is that through Expeditionary Learning, children will explore Life Skills and gain personal responsibility. As they strive for excellence in the molding of their future, they will become honest, compassionate, and respectful seekers of learning."*

### AGENDA

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#### CALL TO ORDER

#### PUBLIC COMMENT (Comments limited to three minutes)

#### REPORTS

- Director Report
- Committee Reports
  - Finance Committee- Roger Simpson, Kami Coleman, Courtnie Moore, Janae Howell
    - Refinance Committee- Roger Simpson, Kami Coleman, Courtnie Moore, Janae Howell, Anna Stanton
  - School Safety Committee- Dan Ripple, Dennis Henry
  - Marketing and Curriculum Committee- Kami Coleman, Danielle Pedersen, Valerie Hulsey, Blaire Barker
  - Recognition Committee- Blaire Barker, Valerie Hulsey, Danielle Pedersen
  - Expansion Committee- Roger Simpson, Kami Coleman, Courtnie Moore, Valerie Hulsey, Janae Howell, Dan Ripple
  - Board Chair Comments- Courtnie Moore

#### VOTING ITEMS AND DISCUSSION ITEMS

- 2025/2026 School Year Calendar
- School Land Trust Plan
- Bond Reimbursement Resolution
- Policies:
  - Rescind Library Materials Policy
  - School and Family Compact
  - Parent and Family Engagement Policy

#### CONSENT ITEMS

- January 16, 2025 Board Meeting Minutes

#### CALENDARING

- Next Board Meeting April- Date TBD, Virtual

#### ADJOURN

# Voyage Academy

## Board of Directors Meeting



**Date:** January 16, 2025

**Location:** 1891 North 1500 West Clinton, UT 84015

**Attendees:** Courtnie Moore, Janae Howell, Valerie Hulsey, Dennis Henry, Blaire Barker, Dan Ripple, Danielle Pedersen

**Others In Attendance:** Kami Coleman, Nicole Jones, Roger Simpson, Krystal Taylor, Destiny Hampton, Kyle Rasmussen

### MINUTES

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#### CALL TO ORDER

Courtnie Moore called the meeting to order at 6:08PM.

#### PUBLIC COMMENT

There were no public comments.

#### AUDIT PRESENTATION REPORT AND TRAINING

Kyle Rasmussen from Eide Bailly presented the final financial audit. The audit showed positive results, with no findings. The conservative budget planning and execution was praised.

#### REPORTS

- Director Report  
Kami Coleman outlined upcoming school events. There have been many positive outcomes with community and in-school events. Upcoming fundraisers show promise with a lot of excitement from students.
- Committee Reports
  - Finance Committee  
*Roger Simpson outlined the different categories within the budget summary.*
  - School Safety Committee  
*Kami Coleman has been working closely with the local police department on school safety. The safety grant will create an opportunity to further enhance safety measures.*
  - Marketing and Curriculum Committee  
*There were no committee updates.*
  - Recognition Committee  
*Teachers were very complementary and grateful for the small recognitions and recent bagel day.*
  - Expansion Committee  
*The board is considering a building expansion. Draft renderings were reviewed and conversations are underway on further considerations for expansion, including discussions with the financial advisor.*
  - Board Chair Comments  
*The board chair had no additional comments.*

#### VOTING ITEMS AND DISCUSSION ITEMS

- Policies:
  - Amended Confidentiality Policy
  - Amended Time and Effort Documentation Policy
  - Paid Professional Hours for Educators Policy

The above policies were discussed. The amended Confidentiality Policy included updates reflect HB 182, adding “gender identity” to protected information requiring parental consent and mandating annual consent for certain student surveys. FERPA policy training

sections were also revised. The amended Time and Effort Documentation Policy clarified that documentation is required for salaries funded by state-restricted or federal funds and align with audit findings and legal standards. The Paid Professional Hours Policy is a new policy which outlines how educators may use up to 32 paid professional hours annually, requiring approved plans and payout by June 30.

*Valerie Hulseley made a motion to approve the amended Confidentiality Policy, amended Time and Effort Documentation Policy and the Paid Professional Hours for Educators Policy. Dan Ripple seconded. Motion was unanimous. Votes were as follows: Courtnie Moore, Aye; Janae Howell, Aye; Valerie Hulseley, Aye; Dennis Henry, Aye; Blaire Barker, Aye; Dan Ripple, Aye; Danielle Pedersen, Aye.*

#### **CONSENT ITEMS**

- November 21, 2024 Board Meeting Minutes  
*Dennis Henry made a motion to approve the November 21, 2024 Board Meeting Minutes. Janae Howell seconded. Motion was unanimous. Votes were as follows: Courtnie Moore, Aye; Janae Howell, Aye; Valerie Hulseley, Aye; Dennis Henry, Aye; Blaire Barker, Aye; Dan Ripple, Aye; Danielle Pedersen, Aye.*

#### **CALENDARING**

- Next Board Meeting March 13, 2025

#### **ADJOURN**

*At 7:59pm. Janae Howell made a motion to adjourn. Danielle Pedersen seconded. Motion was unanimous. Votes were as follows: Courtnie Moore, Aye; Janae Howell, Aye; Valerie Hulseley, Aye; Dennis Henry, Aye; Blaire Barker, Aye; Dan Ripple, Aye; Danielle Pedersen, Aye.*

## **Voyage Academy March Board Meeting**

March 13 <sup>th</sup>	5:30	Board Finance Meeting
	6:00	Board Meeting

### **Calendaring**

March 13 <sup>th</sup>	Board Meeting
March 14 <sup>th</sup>	Pie Day
March 14 <sup>th</sup>	Earthquake Drill 8:30
March 27 <sup>th</sup>	First Grade Fieldwork to Tracey Aviary
March 31 <sup>st</sup> – April 4 <sup>th</sup>	
Spring Break	
March 31 <sup>st</sup>	Happy Birthday Roger!
April 9 <sup>th</sup>	Happy Birthday Dani!
April 11 <sup>th</sup>	Pet Parade 9:00
April 15 <sup>th</sup>	Viking Crew
April 16 <sup>th</sup>	Kindergarten Fieldwork to Tree House Museum
April 18 <sup>th</sup>	Moms and Sons Activity
April 18 <sup>th</sup>	Fire Drill 8:45
April 21 <sup>st</sup>	Happy Birthday Nicole!
April 21 <sup>st</sup>	Student Council 2025 -2026 Meeting
April 30 <sup>th</sup>	Citizen Academy 5:30
May 7 <sup>th</sup> – 8 <sup>th</sup>	6 <sup>th</sup> grade Passages
May 8 <sup>th</sup>	Board Meeting

## What are we up to?

100% Attendance at Student Led Conferences!

Booster Thon final amount

\$22,853

10-year Comprehensive Review Data

[FINAL DRAFT Voyage Academy SCSB](#)

[Comprehensive Review SY19-24.pdf](#)

Title I Audit Data

[Voyage Academy 2025 USBE Title I](#)

[Programmatic Monitoring Report.docx](#)

Current Enrollment Number for 25-26

535

Small Expansion Application

[Small Expansion Application](#)

Worker's Comp Audit

[Workers Comp Audit](#)

## Board Approval and Policies

School Land Trust Plan 2025 – 2026

[School Land Trust Plan 2025 - 2026.docx](#)

Yearly Schedule 2025 – 2026

[2025-2026 Voyage Academy Calendar](#)

Updated Parent and Family Engagement Policy

[Updated Family Engagement Policy](#)

Updated School and Family Compact

[Updated School and Family Compact](#)

## End of Year Review Categories

- Finance and Operation
- Academic Achievement
- Communication
- School Safety
- Development and Management
- Community Outreach



# Voyage Academy

## Budget Summary

02/28/2025  
67% of the Year

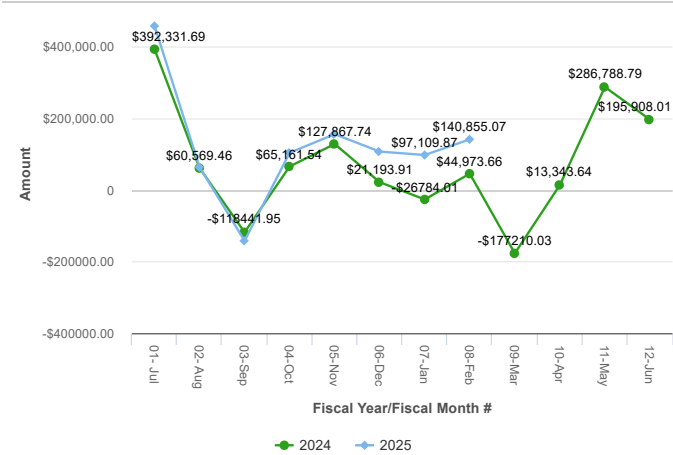
### Budget Summary

	Category	Type	YTD Actual	Budget	% of Budget	Forecast	% of Forecast
Revenue (4 Category records)							
	1000 Local Revenue	Revenue	301,519	271,100	111%	338,755	89%
	3000 State Revenue	Revenue	3,636,689	5,404,568	67%	5,534,979	66%
	4000 Federal Revenue	Revenue	60,770	292,498	21%	260,865	23%
	5000 Other Sources	Revenue	330,000	0		0	
TOT			4,328,978	5,968,166		6,134,599	
Expense (8 Category records)							
	100 Salaries	Expense	-1,606,910	-2,772,698	58%	-2,892,081	56%
	200 Benefits	Expense	-493,428	-1,017,044	49%	-952,123	52%
	300 Professional Services	Expense	-234,225	-534,843	44%	-520,724	45%
	400 Property Services	Expense	-56,204	-146,562	38%	-148,092	38%
	500 Other Services	Expense	-37,546	-83,500	45%	-83,500	45%
	600 Supplies and Materials	Expense	-263,606	-427,000	62%	-467,892	56%
	700 Property	Expense	-95,899	-95,000	101%	-102,149	94%
	800 Debt and Miscellaneous	Expense	-559,732	-615,910	91%	-615,410	91%
TOT			-3,347,550	-5,692,558		-5,781,972	
TOT			981,428	275,608		352,628	

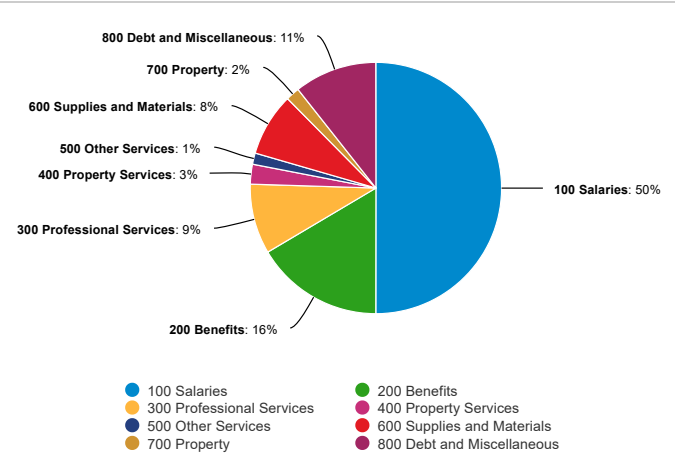
### Current Financial Metrics

	Financial Metric	Budget	Forecast
2025 (4 Metric records)			
	Operating Income	387,170	471,339
	Operating Margin	6.49	7.68
	Debt Service Ratio	1.65	1.79
	Days Cash	301	302

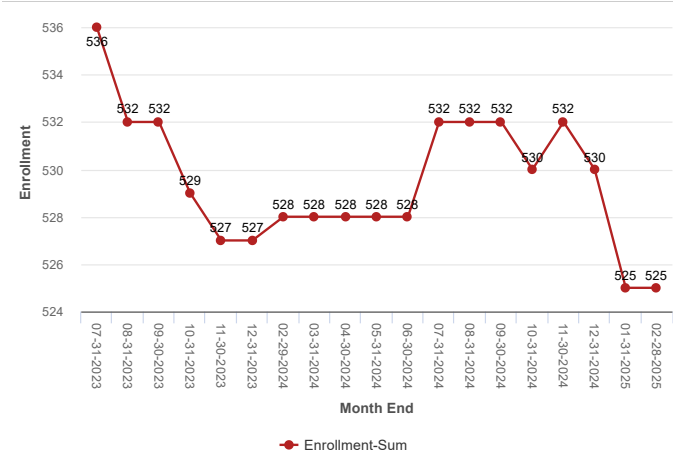
### Change in Fund Balance



### Forecast by Category



### Enrollment Line Graph



## Budget Manager : Accounts | Month End Report (Prior vs Current)

### Month End Report (Prior vs Current)

Account	Category Type	Prior YTD	Current YTD	Budget	% of Budget	Forecast	% of Forecast
<b>Revenue - 1000 Local Revenue 89% (11 Account records)</b>							
1510 Interest on Investments	Revenue	127,285	148,373	100,000	148%	150,000	99%
1610 Sales to Students	Revenue	80,663	88,203	130,000	68%	130,000	68%
1620 Sales to Adults	Revenue	2,050	2,176	2,500	87%	2,500	87%
1720 Bookstore Sales	Revenue			2,000	0%	2,000	0%
1747 Extra-Curricular Activity Fees	Revenue	230		1,000	0%	0	0%
1750 School Vending & Stores (Gross Sales)	Revenue	8,633	5,129	10,000	51%	10,000	51%
1760 Fines	Revenue	38	31	100	31%	100	31%
1770 Fundraising	Revenue		22,628	2,500	905%	10,000	226%
1790 Other Student Activity	Revenue			3,000	0%	3,000	0%
1920 Contributions and Donations From Private Sources	Revenue	11,976	14,637	18,000	81%	18,000	81%
1990 Miscellaneous	Revenue	181	20,342	2,000	1017%	13,155	155%
<b>TOT</b>		<b>231,056</b>	<b>301,519</b>	<b>271,100</b>		<b>338,755</b>	
<b>Revenue - 3000 State Revenue 66% (9 Account records)</b>							
3005 Regular School Programs K	Revenue	169,121	179,281	266,361	67%	268,921	67%
3010 Regular School Programs 1-12	Revenue	1,155,656	1,208,634	1,820,181	66%	1,810,541	67%
3020 Professional Staff	Revenue	93,198	113,016	146,784	77%	169,524	67%
3100 Restricted Basic School Programs	Revenue	412,558	451,688	705,799	64%	665,366	68%
3200 Related to the Basic Programs	Revenue	1,194,898	1,226,241	1,855,365	66%	1,839,111	67%
3300 Special Populations	Revenue	15,102			0%		0%
3400 Other Programs	Revenue	178,035	254,627	290,572	88%	348,011	73%
3500 One-time Funding	Revenue	160,038	168,875	259,507	65%	254,740	66%
3800 Non-MSP State Revenues (via USBE)	Revenue	49,677	34,327	60,000	57%	178,766	19%
<b>TOT</b>		<b>3,428,282</b>	<b>3,636,689</b>	<b>5,404,568</b>		<b>5,534,979</b>	
<b>Revenue - 4000 Federal Revenue 23% (4 Account records)</b>							
4522 IDEA - B -- Pre-School Disabled (Sec 619)	Revenue		0	3,089	0%	3,089	0%
4524 IDEA - B -- Disabled (PL 101-476)	Revenue		0	98,212	0%	98,365	0%
4560 Federal Child Nutrition Programs	Revenue	86,227	60,770	153,000	40%	100,000	61%
4800 Federal No Child Left Behind	Revenue	0		38,197	0%	59,410	0%
<b>TOT</b>		<b>86,227</b>	<b>60,770</b>	<b>292,498</b>		<b>260,865</b>	
<b>Revenue - 5000 Other Sources 0% (1 Account)</b>							
5300 SALE OF, OR COMPENSATION FOR LOSS OF, FIXED ASSETS	Revenue		330,000	0	0%	0	0%
<b>TOT</b>			<b>330,000</b>	<b>0</b>		<b>0</b>	
<b>Expense - 100 Salaries 56% (9 Account records)</b>							
0121 Salaries - Principals and Assistants	Expense	-147,372	-130,197	-275,000	47%	-278,000	47%
0131 Salaries - Teachers	Expense	-986,004	-1,013,037	-1,798,787	56%	-1,791,247	57%
0132 Salaries - Substitute Teachers	Expense	-24,684	-16,696	-30,000	56%	-30,000	56%
0143 Salaries - Health Services Personnel	Expense		-700	0	0%	-2,800	25%
0144 Salaries - Psychological Personnel	Expense	-33,021	-37,042	-65,000	57%	-65,000	57%
0152 Salaries - Secretarial and Clerical Personnel	Expense	-39,045	-36,904	-70,000	53%	-70,000	53%
0161 Salaries - Teacher Aides and Para-Professionals	Expense	-214,684	-245,901	-336,911	73%	-406,534	60%
0182 Salaries - Custodial & Maintenance Personnel	Expense	-27,811	-17,568	-53,000	33%	-53,000	33%
0191 Salaries - Food Services Personnel	Expense	-92,041	-108,865	-144,000	76%	-195,500	56%
<b>TOT</b>		<b>-1,564,662</b>	<b>-1,606,910</b>	<b>-2,772,698</b>		<b>-2,892,081</b>	
<b>Expense - 200 Benefits 52% (6 Account records)</b>							
0220 Social Security	Expense	-114,057	-119,186	-228,449	52%	-254,634	47%
0230 Local Retirement	Expense	-115,436	-108,076	-193,095	56%	-188,640	57%
0240 Group Insurance	Expense	-239,202	-254,621	-550,000	46%	-463,314	55%
0270 Industrial Insurance	Expense	-4,805	-5,319	-10,000	53%	-10,000	53%
0280 Unemployment Insurance	Expense	-6,518	-6,225	-15,500	40%	-15,535	40%



Account	Category Type	Prior YTD	Current YTD	Budget	% of Budget	Forecast	% of Forecast
0290 Other Employee Benefits	Expense			-20,000	0%	-20,000	0%
<b>TOT</b>		<b>-480,017</b>	<b>-493,428</b>	<b>-1,017,044</b>		<b>-952,123</b>	
<b>Expense - 300 Professional Services 48% (5 Account records)</b>							
0320 Professional - Educational Services	Expense	-78,398	<b>-69,323</b>	-214,967	32%	-215,083	32%
0330 Professional Employee Training and Development	Expense	-43,437	<b>-4,984</b>	-49,876	10%	-49,911	10%
0340 Other Professional Services	Expense	-13,574	<b>-16,417</b>	-30,000	55%	-15,730	104%
0345 Business Services	Expense	-111,896	<b>-105,600</b>	-175,000	60%	-175,000	60%
0350 Technical Services	Expense	-48,216	<b>-37,900</b>	-65,000	58%	-65,000	58%
<b>TOT</b>		<b>-295,521</b>	<b>-234,225</b>	<b>-534,843</b>		<b>-520,724</b>	
<b>Expense - 400 Property Services 38% (12 Account records)</b>							
0411 Water/Sewage	Expense	-2,579	<b>-5,827</b>	-10,000	58%	-10,000	58%
0412 Disposal Service	Expense	-7,086	<b>-7,992</b>	-15,000	53%	-15,000	53%
0422 Snow Removal Services	Expense	-4,819	<b>-6,327</b>	-8,000	79%	-8,000	79%
0423 Custodial Services	Expense	-1,607	<b>-2,535</b>	-10,000	25%	-10,000	25%
0424 Lawn Care Services	Expense	-5,385	<b>-14,007</b>	-15,000	93%	-15,000	93%
0430 Repairs & Maintenance Services	Expense	-16,672	<b>-8,821</b>	-45,000	20%	-44,530	20%
0432 Technology Related Repairs & Maint.	Expense			-10,000	0%	-10,000	0%
0433 Custodial Services	Expense	-0			0%		0%
0441 Rental of Land & Buildings	Expense	-1,256	<b>-3,097</b>	-2,000	155%	-4,000	77%
0442 Rental of Equipment & Vehicles	Expense	-4,798	<b>-5,491</b>	-10,000	55%	-10,000	55%
0450 Construction Services	Expense	-59,180		-16,562	0%	-16,562	0%
0490 Other Purchased Property Services	Expense	-869	<b>-2,109</b>	-5,000	42%	-5,000	42%
<b>TOT</b>		<b>-104,250</b>	<b>-56,204</b>	<b>-146,562</b>		<b>-148,092</b>	
<b>Expense - 500 Other Services 45% (7 Account records)</b>							
0510 Student Transportation Services	Expense		<b>-3,310</b>	0	0%	-7,500	44%
0511 Student Transportation Services from Another LEA Within the State	Expense			-7,500	0%	0	0%
0518 Student Day Trips/Field Trips (includes Admission Charges)	Expense	-1,443	<b>-645</b>	-6,000	11%	-6,000	11%
0522 Liability Insurance	Expense	-8,876	<b>-20,811</b>	-25,000	83%	-25,000	83%
0530 Communication (Telephone & Other)	Expense	-6,655	<b>-3,421</b>	-10,000	34%	-10,000	34%
0540 Advertising	Expense	-2,185	<b>-4,050</b>	-15,000	27%	-15,000	27%
0580 Travel/Per Diem	Expense	-9,621	<b>-5,309</b>	-20,000	27%	-20,000	27%
<b>TOT</b>		<b>-28,780</b>	<b>-37,546</b>	<b>-83,500</b>		<b>-83,500</b>	
<b>Expense - 600 Supplies and Materials 56% (11 Account records)</b>							
0610 General Supplies	Expense	-52,584	<b>-58,742</b>	-90,500	65%	-90,985	65%
0610-001 Furniture and Fixtures (not capitalized)	Expense	-3,559	<b>-12,860</b>	-4,500	286%	-14,500	89%
0621 Natural Gas	Expense	-7,293	<b>-3,359</b>	-12,000	28%	-12,000	28%
0622 Electricity	Expense	-24,287	<b>-24,717</b>	-45,000	55%	-45,000	55%
0630 Food	Expense	-99,880	<b>-100,155</b>	-157,500	64%	-140,000	72%
0641 Textbooks	Expense	-2,202	<b>-29,252</b>	-7,000	418%	-66,617	44%
0642 E-Textbooks / Online Curriculum	Expense	-1,475	<b>-145</b>	-25,000	1%	0	0%
0644 Library Books	Expense	-559		-5,000	0%	-5,000	0%
0650 Supplies - Technology Related	Expense	-25,600	<b>-18,246</b>	-45,500	40%	-60,100	30%
0670 Software	Expense	-25,633	<b>-7,780</b>	-15,000	52%	-15,590	50%
0680 Maintenance Supplies and Materials	Expense	-13,429	<b>-8,350</b>	-20,000	42%	-18,100	46%
<b>TOT</b>		<b>-256,500</b>	<b>-263,606</b>	<b>-427,000</b>		<b>-467,892</b>	
<b>Expense - 700 Property 94% (3 Account records)</b>							
0720 Building	Expense		<b>-16,750</b>	0	0%	-16,750	100%
0733 Capitalized Furniture and Fixtures	Expense			-5,000	0%	-5,000	0%
0734 Technology Related Hardware	Expense	-219,392	<b>-79,149</b>	-90,000	88%	-80,399	98%
<b>TOT</b>		<b>-219,392</b>	<b>-95,899</b>	<b>-95,000</b>		<b>-102,149</b>	
<b>Expense - 800 Debt and Miscellaneous 91% (4 Account records)</b>							
0810 Dues and Fees	Expense	-11,742	<b>-13,519</b>	-21,000	64%	-20,500	66%
0830 Interest	Expense	-217,830	<b>-216,213</b>	-427,910	51%	-427,910	51%
0840 Redemption of Principal	Expense	0	<b>-330,000</b>	-165,000	200%	-165,000	200%
0890 Miscellaneous Expenditures	Expense			-2,000	0%	-2,000	0%
<b>TOT</b>		<b>-229,572</b>	<b>-559,732</b>	<b>-615,910</b>		<b>-615,410</b>	

Account	Category Type	Prior YTD	Current YTD	Budget	% of Budget	Forecast	% of Forecast
TOT		566,872	981,428	275,608		352,628	



LEVEL 1  
1/16" = 1'-0"

1  
A101

### BUILDING AREA

LEVEL 1 REMODEL	1,143 SF
LEVEL 1 KITCHEN ADDITION	1,405 SF
LEVEL 1 REMODEL	53 SF
LEVEL 1 REMODEL	1,345 SF
LEVEL 1 SOUTH ADDITION	26,397 SF
LEVEL 1 REMODEL	53 SF
	30,394 SF



## VOYAGE ACADEMY CLINTON ADDITION

1891 N. 1500 W.  
CLINTON, UT 84015

SEAL:

NOT FOR  
CONSTRUCTION

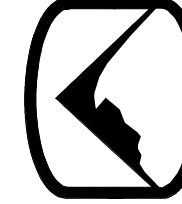
DATE: 2/7/2025  
PROJECT: AW-025.03  
MANAGER:

REVISIONS  
# DATE DESCRIPTION

LEVEL 1 FLOOR  
PLAN

SHEET NUMBER:  
A101

**SILVERPEAK**  
ENGINEERING



177 E. ANTELOPE DR. STE. B  
LAYTON, UT 84041  
PHONE: (801) 499-5054

STRUCTURAL CIVIL SURVEY WWW.SILVERPEAKENGINEERING.COM

# VOYAGE ACADEMY

## School Year 2025-2026

AUGUST 2025							SEPTEMBER 2025							OCTOBER 2025							YEAR AT A GLANCE		
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S			
					1	2		1	2	3	4	5	6				1	2	3	4	August 6	Flex Day	Contracted hours may be worked on a different day than scheduled
3	4	5	FL	PD	PD	9	7	8	9	10	11	12	13	5	6	7	8	9	10	11	August 7,8,11,12	No School	Professional Development
10	PD	PD	13	14	15	16	14	15	16	17	18	19	20	12	13	14	15	16	17	18	August 13	School Starts	First Day of School - Early Out
17	18	19	20	21	22	23	21	22	23	24	25	26	27	19	20	21	22	23	24	25	August 18,19	Testing	Kindergarten Assessments
24	25	26	27	28	29	30	28	29	30					26	27	28	29	30	31		August 20	Kinder Starts	First Day of Kindergarten
31																					September 1	No School	Labor Day
NOVEMBER 2025							DECEMBER 2025							JANUARY 2026									
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S			
						1		1	2	3	4	5	6					1	2	3	October 16,17	No School	Fall Break
2	3	4	5	6	7	8	7	8	9	10	11	12	13	4	5	6	7	8	9	10	October 20	No School	Professional Development (Legislative Days)
9	10	11	12	13	14	15	14	15	16	17	18	19	20	11	12	13	14	15	16	17	November 19,20,21	Early Out	Fall SLC
16	17	18	19	20	21	22	21	22	23	24	25	26	27	18	19	20	21	22	23	24	November 26,27,28	No School	Thanksgiving Recess
23	24	25	26	27	28	29	28	29	30	31				25	26	27	28	29	30	31	November 27	No School	Thanksgiving Day
30																					December 22-Jan2	No School	Winter Recess
FEBRUARY 2026							MARCH 2026							APRIL 2026									
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S			
1	2	3	4	5	6	7	1	2	3	4	5	6	7				1	2	3	4	January 19	No School	Martin Luther King Day
8	9	10	11	12	13	14	8	9	10	11	12	13	14	5	6	7	8	9	10	11	January 20	No School	Comp Days
15	16	17	18	19	20	21	15	16	17	18	19	20	21	12	13	14	15	16	17	18	February 16	No School	President's Day
22	23	24	25	26	27	28	22	23	24	25	26	27	28	19	20	21	22	23	24	25	February 17	No School	Comp Days
							29	30	31					26	27	28	29	30			March 16	No School	Professional Development (Legislative Days)
MAY 2026							JUNE 2026							TERMS:									
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	Term 1: August 13-November 7 Term 2: November 8-February 20 Term 3: February 21-May 22									
					1	2		1	2	3	4	5	6										
3	4	5	6	7	8	9	7	8	9	10	11	12	13										
10	11	12	13	14	15	16	14	15	16	17	18	19	20								<b>DAILY SCHEDULE:</b>  Grades 1-6, Full Day Kinder: Regular Day 8:30 am-3:15 pm/ Early-out Day 8:30 am-12:15 pm AM Kindergarten: Regular Day 8:30 am-11:30 am/ Early-out Day 8:30 am-10:00 am PM Kindergarten: Regular Day 12:00 PM-3:00 PM/ Early-out Day 10:30 am-12:00 pm		
17	18	19	20	21	22	23	21	22	23	24	25	26	27										
24	25	26	27	28	29	30	28	29	30														
31																							
																					Early Out		

# **School LAND Trust 2025 -2026**

## **Goal #1**

### **Goal**

Voyage Academy will use School LAND Trust money to continue the employment of the school's Assessment Specialist for the 2025 - 2026 school year. The Assessment Specialist will work with the school's paraprofessionals in helping students who are reading below grade level in grades K-6. Our goal is to increase students reading at or above grade level in grades k-6 from the beginning to the end of the school year by 3%.

### **Academic Areas**

- English/Language Arts

### **Measurements**

Acadience Reading and Benchmark Assessments will be used to identify students who are reading below grade level. These assessments will be administered 3x throughout the school year. Progress monitoring tools will be used to track progress of those students reading below grade level.

### **Action Plan Steps**

The Assessment Specialist will be responsible to:

1. Review prior data of all K-6 students who are not reading on grade level in the 2025 - 2026 school year.
2. Administer Acadience Reading and Benchmark Assessments in September 2025.
3. Review data from the two assessments listed above and identify students reading below grade level.
4. Initiate intervention with students using a targeted, research validated intervention program.
5. Progress monitor to track progress and make adjustments as needed upon data review.
6. Communicate student progress to stakeholders, teaming with them to provide needed instruction for individual students.
7. Collect the ending year data to verify that the goal was met.
8. Funds will be used for the Assessment Specialist's Salary and Benefits.

Expenditures

Category	Description	Estimated Cost
Salaries and Employee Benefits (100 and 200)	School Land Trust funds will be used for the Assessment Specialist salary and benefits.	<b>Total: 82,085.31</b>

Summary of Estimated Expenditures

Funding Estimates

Estimates	Totals
Estimated Carry-over from the 2024 - 2025	\$0
Progress Report Estimated Distribution in 2025 - 2026	\$82,085.31
Summary of Estimated Expenditures for 2025 - 2026	\$82,085.31
<b>Total ESTIMATED Carry Over to 2025 -2026</b>	<b>\$0</b>

Increased Distribution

The 2025 - 2026 distribution in this plan is an estimate. If the actual distribution is more than the estimate, how will additional funds be spent to implement the goals described in the plan?

If there are additional funds allocated, these funds will be used to hire and/or retain paraprofessionals.

Publicity

- School newsletter
- Other: Please explain.
  - Plan and results will be presented in an open school board meeting.

Council Plan Approvals

Number Approved	Number Not Approved	Number Absent	Vote Date	Board Approval Date
	0	0	3-13-25	3-13-25

## FINAL REPORT TEMPLATE

This template can be used as a tool to fill out a final report at the end of the implementation year so that the information is ready to “copy & paste” into the Final Report form that is formally submitted on the SLT Website in the Spring of the following year.

Reference your “Current Plan” in the [School LAND Trust Reporting Website](#) when completing this template.

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## FINANCIAL SUMMARY

### Financial Proposal and Report

The Financial Proposal and Report section of the Final Report on the [School LAND Trust website](#) will autofill:

- The *Planned Expenditures column* autofills what you had estimated you would spend when you submitted the original plan.
- The *Amended Expenditures column* will autofill from any Amendments you submitted to make a change to the original plan.
- The *Actual Expenditures column* will autofill from the finalized UPEFs data (submitted by your Business Administrator) on how you actually spent the funds.

Refer to your budget or work with your Business Administrator to estimate what will be entered for the Actual Expenditures column as a tool for answering the other questions in the Final Report.

Description	Planned Expenditures (entered by the school)	Amended Expenditures (entered by the school)	Actual Expenditures (entered by the LEA)
Carry-over from Prior Year			\$ -
Distribution for Current Year			\$ 75,525.51
<b>Total Available for Expenditure in DATE-DATE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 75,525.51</b>
Salaries and Benefits	\$ 75,525.51		
Contracted Services			
Professional Development			
Student Transportation Field Trips			
Books Curriculum Subscriptions			
Technology Related Supplies			
Hardware, etc.			
Software			
Technology Device Rental			
Video Communication Services			
Repair Maintenance			
General Supplies			
Services Goods Fees			
Other Needs Explanation			
Non Allowable Expenditure			
USBE Administrative Adjustment - Scroll to the bottom to see Comments			\$ 75,525.51
<b>Total Expenditures</b>	<b>\$ 75,525.51</b>	<b>\$ -</b>	<b>\$ 75,525.51</b>
Remaining Funds (Carry-Over)	\$ (75,525.51)	\$ -	\$ -

## GOAL/S

This template provides a place to fill in answers for 1 goal. If you have additional goals, you can add them by copying and pasting the sections and questions for as many goals as your original plan had.



## Goal 1

### **Goal**

Voyage Academy will use School LAND Trust money to continue the employment of the school's Assessment Specialist for the 2023-2024 school year. The Assessment Specialist will work with the school's paraprofessionals in helping students reading below grade level in grades K-6. Our goal is to increase students reading at or above grade level in grades k-6 from the beginning to the end of the school year by 3%.

### **Academic Area**

English/Language Arts

### **Measurements**

Acadience Reading and Benchmark Assessments will be used to identify students who are reading below grade level. These assessments will be administered 3x throughout the school year. Progress monitoring tools will be used to track the progress of those students reading below grade level.

<p>Acadience assessments were gathered during the beginning, middle, and end of year. The beginning of the year 64.7% of students were reading at or above grade level. Results from the end of year assessment, indicated that 73.3% of students were reading at or above grade level. That indicated a 9% increase in reading mastery at grade level.</p>
---

### **Action Steps**

The Assessment Specialist will be responsible to:

1. Review prior data of all K-6 students who are not reading on grade level in the 2024-2025 school year.
2. Administer Acadience Reading and Benchmark Assessments in September 2024.
3. Review data from the two assessments listed above and identify students reading below grade level.

**This is a shared template. Make a copy to edit.**

4. Initiate intervention with students using a targeted, research validated intervention program.

5. Progress monitor to track progress and make adjustments as needed upon data review.

6. Communicate student progress to stakeholders, teaming with them to provide needed instruction for individual students.

7. Collect ending year data to verify that the goal was met.

8. Funds will be used for the Assessment Specialist's Salary and Benefits.

**YES**

### **Digital Citizenship/Safety Principles Component**

Digital Citizenship will be taught by our Computer Teacher using the program, Be Internet Awesome. The cost for Digital Citizenship will not be used with School Land Trust funds.

## ACTUAL CARRY-OVER

This question will automatically populate if you had a greater than 10% carry-over. You can calculate your carry-over for the year by:

*Remaining Funds from Actuals Column ÷ Distribution × 100*

It is the law and intention of the program that School LAND Trust funding go to the student beneficiaries in the year a distribution is made. Having multiple years of greater than 10% carry-over can result in corrective action. Please be specific in the reason for a greater than 10% carry-over and use it to inform how you mitigate carry-over moving forward. **If you don't have a greater than 10% carry-over, skip this question in this template.** Answer the following question:

Please describe the reason for a carry-over of more than 10 % of the distribution.

No Carry-Over Funds

## FUNDING CHANGES

Answer the question if it is included in your plan. Following FY23, this question has been discontinued.

No Funding Changes

This is a shared template. Make a copy to edit.

## PUBLICITY

Parent meeting at Back-to-School night

School newsletter

Plan and results will be presented in an open school board meeting

## PLAN AMENDMENTS

Your amendments will be displayed in the Final Report on the SLT website. Answer the following question for each amendment.

HELPFUL HINT: Selecting “yes” assumes you followed the amendment exactly as written. If you had any changes in action steps, what you spent money on, or you have something that needs further explanation, select “no,” and provide more information. **When in doubt, select “no” and include more information.**

### **Amendment #1**

Answer the following question:

Was the Amendment implemented and associated expenditures spent as described?


YES

NO, PLEASE EXPLAIN:

*No Plan Amendments*

## ATTACHMENTS

Use this optional section to attach important documents. Common documents that can be attached are: graphs for measurements, council signature form, detailed expenditures for the program. For template purposes, you can make a list of documents you'd like to attach here, and then save a copy of them in the same folder as this template.

Link the attachments by highlighting the text below and selecting  in your toolbar to locate the document by URL or file name.

- **Attachment 1**
- **Attachment 2**

Helpful Hint (when transferring the files to the SLT Reporting Website): Is the SLT website rejecting your attachment? The system does not accept long file names. Make your file name short (e.g. "Graphs" or "Goal 1 Measurement" and try resubmitting.

## COMMENTS

Comments are a way to communicate with reviewers about the review process if your plan is sent back for edits. They should **NOT** be used to request financial updates or immediate assistance, as the reviewers will not see plan comments until the review process is underway. Remember that comments are **permanent**, but they do not display on the public version of your plan..

## NEXT STEPS

Now that you have a completed template, save it until it's time to enter your Final Report in the Spring (around January 15th) so you can copy & paste the sections into the SLT Final Report form at <https://schoolandtrust.schools.utah.gov/home> . If you'll be moving schools or another Principal will be taking over, make sure you share it with them.

Please reach out to your LEA with any questions. You may also contact the School Children's Trust (SCT) section of the Utah State Board of Education (USBE): [schoolandtrust@schools.utah.gov](mailto:schoolandtrust@schools.utah.gov)

**RESOLUTION OF THE BOARD OF TRUSTEES OF  
VOYAGE ACADEMY**

**REIMBURSEMENT RESOLUTION**

**MARCH 13, 2025**

WHEREAS, the Board of Trustees (the “*Board*”) of Voyage Academy (the “*Academy*”) has determined it is in the best interest of the Academy to enter into a Loan Agreement between the Academy and the Utah Charter School Finance Authority (the “*Issuer*”) whereby the Academy will borrow the proceeds of the Issuer’s Charter School Revenue Bonds (the “*Bonds*”) to (a) finance a portion of the cost of the acquisition, construction and equipping of school facility improvements and expansion (the “*Project*”), (b) fund necessary reserve funds and (c) pay certain costs of issuance (collectively, the “*Financing*”).

WHEREAS, the Board has determined that it is necessary that the Academy expresses its intention to reimburse certain qualified expenditures incurred by the Academy with respect to the Project; and

WHEREAS, no qualified expenditures of the Project to be reimbursed were paid more than 60 days prior to the date of this Resolution;

NOW THEREFORE Be It and It Is Hereby Resolved by the Board of Trustees of Voyage Academy, as follows:

*Section 1.* The Academy hereby declares its intention and reasonable expectation to use the proceeds of the Bonds (the “*Reimbursement Bonds*”) of the Issuer to reimburse itself for expenditures for costs of the Project. The Academy intends that the Reimbursement Bonds are to be issued, and the reimbursements made, by the later of 18-months after the later of (a) the payment of the costs or (b) after the Project is placed in service, but in any event, no more than three years after the date the expenditure was paid. The Academy anticipates that the maximum principal amount of Bonds that will be issued to finance the Project (including the Reimbursement Bonds) will not exceed \$9,500,000. The particular amount, maturities, fixed or variable interest rates, redemption terms and other terms and provisions of the Bonds will be determined by the Issuer.

*Section 2.* All actions of the members of the Board, officers, and employees of the Academy that are in conformity with the purposes and intent of this Resolution, whether taken before or after the adoption hereof, are hereby ratified, confirmed and approved.

*Section 3.* If any provisions of this Resolution should be held invalid, the invalidity of such provision shall not affect the validity of any of the other provisions of this Resolution.

*Section 4.* All resolutions of the Academy or parts thereof, inconsistent herewith, are hereby repealed to the extent only of such inconsistency.

*Section 5.* This Resolution shall be effective immediately upon its adoption.

ADOPTED AND APPROVED March 13, 2025.

VOYAGE ACADEMY

By \_\_\_\_\_  
Board President

ATTEST:

\_\_\_\_\_  
Board Member



# **Voyage Academy**

## **Policy Summary**



### Paid Professional Hours for Educators Policy

Schools are now required, per R277-629, to adopt a policy explaining how they will distribute paid professional hours to their educators. R277-629 and Utah Code § 53F-7-203 establish the rules and requirements for paid professional hours, and this new policy tracks the statute and the rule. The policy provides that educators may use their paid professional hours for certain activities (including professional learning) and professional learning expenses, that educators are responsible to create a plan for how they want to use their paid professional hours, and that educators' plans must be approved by school administration. The policy also explains that educators' paid professional hours must be paid out by the school by June 30 annually. Per the law, rule, and policy, educators may receive up to 32 paid professional hours from the school in one fiscal year.

### Rescinding Library Materials Policy

Awhile back the school amended its Instructional Materials Policy due to some changes to the applicable law and rules. Now that policy, along with the Sensitive Material Review procedures under that policy, governs how the school selects, approves, and handles challenges to all instructional materials, including library materials. So, there is no longer a need or a requirement for the school to have a separate Library Materials Policy. If a stakeholder of the school wants to challenge a library book based on their belief that it contains "sensitive material" (being pornographic or indecent), the required challenge and review process is laid out in the Sensitive Material Review procedures established under the Instructional Materials Policy.