

Jefferson Academy

Board of Directors Meeting

Date: June 9, 2025

Location: 1425 S Angel St, UT 84037

In Attendance: Keith Facer, Natalie Allman, Alana Wilson

Excused Board Members: Paul Smith

Others Present: Nicole Jones, Dawn Benke, Heidi Bauerle, Hannah Dorius



MINUTES

CALL TO ORDER

Keith Facer called the meeting to order at 7:12PM.

PUBLIC COMMENT

- Sex Education Curriculum
- Language Arts Curriculum Wonders 2023

This was the second comment period for both the Sex Education Curriculum and Language Arts Curriculum. There was no public comment on these items. Lisa Pole made public comment to inform the board about an incentive program that Northrop Grumman offers for school volunteering.

REPORTS

- Director's Report
Nicole Jones presented the Director's Report, emphasizing the completion of year-end testing. She noted that the process requires significant dedication, and the results are encouraging. Reading scores are on trend, with proficiency expected to reach the high 80s. Nicole expressed satisfaction with both math and reading performance. She also reported that a comprehensive charter review was conducted in April 2025, with a formal report to be shared at a later date.

Heidi Bauerle joined the meeting at 7:29PM.

- Policy Governance
 - Ends 1.1 Academic Accomplishment
 - Ends 1.5 Appreciation for Learning
 - Ends 1.6 Community Involvement
 - Ends 1.7 School Culture
 - Executive Limitations 2.1 Treatment of Student, Parents and Community
 - Executive Limitations 2.2 Treatment of Staff
 - Executive Limitations 2.3 Financial Planning/Budgeting
 - Executive Limitations 2.6 Asset Protection
 - Executive Limitations 2.7 Compensation and Benefits
 - Executive Limitations 2.8 Communication and Support to the Board
 - Executive Limitations 2.9 Ends Focus of Grants or Contract

- 3.0 Global Board- Management Delegation
- 4.0 Global Governance Process Policy
Keith Facer reviewed the above Policy Governance with the board. 3.0 Global Board – Management Delegation gives the school’s Director authority for running the school unless the Director requests aid. Addition of board members was discussed and will be brought back in future board meetings.

- Financial Report
 - Fraud Risk Assessment
Dawn Benke presented the Fraud Risk Assessment. Jefferson Academy falls in the “very low risk” of fraud category of the assessment.
 - Annual Commitment to Ethical Behavior
This commitment to abide by the school’s adopted Ethics Policy must be signed each year by the board members.

VOTING AND DISCUSSION ITEMS

- Amended 2024-2025 Budget
Dawn Benke presented the amended budget for the 2024–2025 fiscal year. The budget has been updated to reflect actual figures from the current year and closely aligns with the proposed budget presented last year.
- Proposed 2025-2026 Budget
Dawn Benke presented the Proposed 2025-2026 Budget. The proposed budget is similar to the previous year. Paychecks will be paid out to teachers over the summer, and the budget is reflected accordingly.

Keith Facer made a motion to approve the 2024-2025 Amended Budget and 2025-2026 Proposed Budget. Alana Wilson seconded the motion. The motion passed unanimously. The votes were as follows: Keith Facer, Aye; Natalie Allman, Aye; Alana Wilson, Aye.

- Audit Engagement Letter
The Engagement Letter is to engage with Eide Bailly to conduct the audit. Eide Bailly has the most experience with charter schools in Utah. AW got bids from several firms and the recommendation is to sign an engagement letter with Eide Bailly.

Keith Facer made a motion to approve the Audit Engagement Letter to be signed by Nicole Jones. Alana Wilson seconded the motion. The motion passed unanimously. The votes were as follows: Keith Facer, Aye; Natalie Allman, Aye; Alana Wilson, Aye.

- Summer Purchases
 - School Outfitters Lunch Tables Quote
Nicole Jones presented a quote from School Outfitters for new lunch tables. Funding for the purchase will come from the PCBL Grant and is available.

- **School Outfitters Classroom Tables Quote**
Nicole Jones presented the a quote from School Outfitters for new classroom tables. PCBL supply money will be used to pay for these.

Keith Facer made a motion to approve Classroom Tables for \$11,603 and Lunchroom tables at \$43,637.08. Alana Wilson seconded the motion. The motion passed unanimously. The votes were as follows: Keith Facer, Aye; Natalie Allman, Aye; Alana Wilson, Aye.

- **Language Arts Curriculum Wonders 2023**
This item was available for 2 public comment periods. Reference documentation was made available to the board for their consideration and approval.
- **Sex Education Curriculum**
The Sex Education Curriculum documentation was made available to the board for their consideration and approval. This item was available for 2 public comment periods.
- **Sex Education Committee**
The 2025-2026 Sex Education Committee will consist of 1 parent, 2 teachers, the school nurse, and administration.
- **Teacher Student Success Act Plan 2025-2026**
The 2025-2026 TSSA Plan is similar to previous years plans. This item doesn't change often from year to year because the goals make sense for the school to achieve success.

Keith Facer made a motion to approve Language Arts Curriculum Wonders 2023, Sex Education Curriculum, Sex Education Committee, and Teacher Students Success Act Plan 2025-2026. Alana Wilson seconded the motion. The motion passed unanimously. The votes were as follows: Keith Facer, Aye; Natalie Allman, Aye; Alana Wilson, Aye.

CLOSED SESSION- to discuss the character, professional competence, or physical or mental health of an individual pursuant to Utah Code 52-4-205(1)(a)

At 8:25PM Keith Facer made a motion to move into closed session to discuss the character, professional competence, or physical or mental health of an individual pursuant to Utah Code 52-4-205(1)(a) at Academica West. Alana Wilson seconded the motion. The motion passed unanimously. The votes were as follows: Keith Facer, Aye; Natalie Allman, Aye; Alana Wilson, Aye.

Dawn Benke left the meeting at 9:26PM.

At 9:41PM Keith Facer made a motion to move out of closed session. Alana Wilson seconded the motion. The motion passed unanimously. The votes were as follows: Keith Facer, Aye; Natalie

Allman, Aye; Alana Wilson, Aye.

VOTING AND DISCUSSION ITEMS

- Board Member Terms and Elected Officers

This item was discussed during the closed session. Natalie Allman and Paul Smith's terms will be renewed for another 3 year term, and all board offices will remain the same.

Keith Facer made a motion to approve the Natalie Allman and Paul Smith for a 3-year term ending June 30, 2028 and approve all other Elected Offices to remain the same. Alana Wilson seconded the motion. The motion passed unanimously. The votes were as follows: Keith Facer, Aye; Natalie Allman, Aye; Alana Wilson, Aye.

- Director Employment Agreement

This item was discussed during the closed session.

Keith Facer made a motion to approve Director Employment Agreement as discussed. Alana Wilson seconded the motion. The motion passed unanimously. The votes were as follows: Keith Facer, Aye; Natalie Allman, Aye; Alana Wilson, Aye.

CONSENT ITEMS

- March 17, 2025, Board Meeting Minutes

Keith Facer made a motion to approve the March 17, 2025, Board Meeting Minutes. Alana Wilson seconded the motion. The motion passed unanimously. The votes were as follows: Keith Facer, Aye; Natalie Allman, Aye; Alana Wilson, Aye.

CALENDARING

- Next Board Meeting June 9, 2025, at 7:00pm at Academica West
- 2025-2026 Board Meeting Calendar

ADJOURN

At 9:44pm Keith Facer made a motion to adjourn. Alana Wilson seconded the motion. The motion passed unanimously. The votes were as follows: Keith Facer, Aye; Natalie Allman, Aye; Alana Wilson, Aye.

**Jefferson Academy
Board of Directors
Closed Session**



Meeting Date: June 9, 2025

Location: 290 N Flint Street Kaysville, UT 84037

CLOSED SESSION SWORN STATEMENT:

At a duly noticed public meeting held on the date listed above, the board of directors for Jefferson Academy entered into a closed session for the sole purpose of discussing the character, professional competence, or physical or mental health of an individual in accordance with Utah Code Ann. 52-4-205(1)(a).

I declare under criminal penalty under the law of Utah that the foregoing is true and correct.

Signed on the 9th day of June, 2025.


Keith Facer, Board Chair