



Learning through the Arts

Board Meeting Materials

Board Mission Statement

AS BOARD MEMBERS, WE AGREE AND UPHOLD THE FOLLOWING STATEMENTS AS OUR MISSION:

- ★ **WE WILL GOVERN, NOT MANAGE THE SCHOOL DIRECTOR OR EMPLOYEES.**
- ★ **WE WILL MAKE ARTS INTEGRATION A KEY ELEMENT OF OUR SCHOOL.**
- ★ **WE WILL MAINTAIN A STABLE AND WORKABLE FINANCIAL BUDGET.**
- ★ **WE WILL SPEAK AS ONE VOICE.**

July 10, 2025

Syracuse Arts Academy Board Meeting Agenda Thursday, July 10, 2025

Location: Academica West, 290 N. Flint Street, Kaysville, UT 84037



NOTE: *It is possible that the SAA Board of Directors may be utilizing an electronic meeting component with one or more of their members.*

The purpose of Syracuse Arts Academy is to develop respectful, confident citizens in a solid educational environment enriched by artistic expression.

Agenda

2024-2025 Board Priorities

Data Equivalent
Development of Teachers
Alignment of Curriculum
Building Expansion Vision

9:00 AM – INTRODUCTORY ITEMS

- Welcome & Roll Call – Mary Johnston
 - Board Mission – Nate Schow
 - School Mission – Kellie Mudrow

PUBLIC COMMENT (Comments will be limited to 3 minutes each)

STRATEGIC PLANNING

- Balance Scorecard and the TOWS Model – Matt Mouritsen (60 minutes)
- Populate the Balance Scorecard – Matt Mouritsen (60 minutes)
- 2025-2026 Board Vision & 5-Year Plan – Mary Johnston (60 minutes)

REPORTS

- Administration
 - State of the School – Kellie Mudrow
 - [Current Enrollment](#)
 - [Title IX Athletics Reporting](#)
 - [Employees Engaging in Private Activities Related to Public Education ADMIN Procedures](#)
- Board of Directors
 - What does Kellie need to know from the Board?

12:30 PM – BREAK

NOTE: Times on this agenda are estimated as a courtesy only. Actual times may vary.

In compliance with the Americans with Disabilities Act, persons needing accommodations for this meeting should call (801) 444-9378 to make appropriate arrangements.

BOARD TRAINING

- [Annual Policies, Plans, Procedures & Training Review](#) – Gabe Clark
- [Review and Sign Board Member Agreement](#)* – Mary Johnston
- [Review Board Communication Guidelines](#) – Mary Johnston

CONSENT ITEMS

- [June 26, 2025 Electronic Board Meeting Minutes](#)

VOTING ITEMS

- [PTIF Resolution](#) – Jon McQueary
- [Property & Liability Insurance Renewals](#) – Gabe Clark
- [Re-Approve Electronic Resources Policy](#) – Gabe Clark
- [Amend Board Member Performance Expectations](#) – Mary Johnston
- [Amend Parent Grievance Policy](#) – Mary Johnston
- [Amend Staff Grievance Policy](#) – Mary Johnston
- [Salary Supplement for Highly Needed Educators Program Policy](#) – Kellie Mudrow
- [Emergency Communication System Purchase](#) – Kellie Mudrow
- [Technology Purchase](#) – Kellie Mudrow
- [2025-2026 Sex Education Instruction Committee Membership](#) – Kellie Mudrow
- [Charter School Board Building Official \(CSBBO\)](#) – Mary Johnston
- Ratify Board Officers – Mary Johnston

STRATEGIC PLANNING (Cont.)

- Finalize Balance Scorecard – Matt Mouritsen (30 minutes)

DISCUSSION ITEMS

- [Review 2025-2026 Board Meeting Schedule](#) – Dawn Kawaguchi
- Calendaring Items – ALL
 - Next Pre-Board Meeting – July 28th
 - Next Board Meeting – August 7th @ North Campus
 - NCSC26 New Orleans, LA June 24-26

ADJOURN

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Syracuse Arts Academy LEA

▼ 2025 **2026** 2027

[Reports](#)

[Groups](#)

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[Codes](#) ▼

Enrollment	Schools	Status	Race	Sex										
Future Students	Grade:	K	1	2	3	4	5	6	7	8	9	Total		
Syracuse Arts Academy - Antelope		60	69	77	74	70	83	74	158	166	152	983		
Syracuse Arts Academy - North		96	106	110	110	104	110	108				744		
Syracuse Arts Academy - South		123	68	54	44	31	50	35				405		
Effective 8/12/2025		279	243	241	228	205	243	217	158	166	152	2132		

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UTAH TITLE IX ATHLETICS REPORTING

Before the beginning of each academic year, the athletic director or another administrator of each school shall report to the school's local governing board regarding Title IX. Below are the details for each reporting category.

REQUIREMENTS:

The number and type of interscholastic sports available at the school, categorized by gender designation:
The number of students competing in a gender-designated interscholastic sport at the school, categorized by gender:
The amount of spending that the school devotes to each gender-designated sport, reported in total amount and on a per-student basis:
A comparison and evaluation of designated practice and game locations in gender-designated interscholastic sports:
Any information regarding the school's efforts in compliance with Title 63G, Chapter 31, Part 2, Distinctions on the Basis of Sex, and Title IX:
Is there a 10% or greater discrepancy between male-designated and female-designated sports? If yes, provide an action plan that the school develops to address the discrepancy.

UTAH TITLE IX ATHLETICS REPORTING SAA 2024-25

Category	Female-Designated Interscholastic Sports	Male-Designated Interscholastic Sports	Co-Ed Interscholastic Sports
Number and Type of Interscholastic Sports Available	<ul style="list-style-type: none"> • Basketball • Volleyball • Soccer 	<ul style="list-style-type: none"> • Basketball • Baseball • Soccer 	<ul style="list-style-type: none"> • Cross Country • Flag Football • Cheer
Number of Students Competing in a Gender-Designated Interscholastic Sport	<ul style="list-style-type: none"> • Basketball: 17 • Volleyball: 16 • Soccer: 16 - Total: 49 	<ul style="list-style-type: none"> • Basketball - 17 • Baseball - 14 • Soccer -14 - Total: 45 	<ul style="list-style-type: none"> • Cross Country: F-12, M-14 • Flag Football: F-2,M-14 • Cheer: F-11, M-3 - Total: 56

<p>Amount of Spending the School Devotes to Each Gender- Designated Interscholastic Sport*</p> <p><i>The dollar amounts in this row include all funds spent by the school on gender-designated interscholastic sports, including fees collected from students/parents and then subsequently spent by the school on gender-designated interscholastic sports.</i></p>	<p>Basketball</p> <ul style="list-style-type: none"> • Student Fee: \$60 • Actual Spent Per Student: \$169.29 • Total Spent: \$2877.87 • Fees Paid: \$720 	<p>Basketball</p> <ul style="list-style-type: none"> • Student Fee: \$60 • Actual Spent Per Student: \$176.14 • Total Spent: \$2994.36 • Fees Paid: \$1020 	<p>Cross Country</p> <ul style="list-style-type: none"> • Student Fee: \$60 • Actual Spent Per Student: \$87.58 • Total Spent: \$2277.17 • Fees Paid: \$1560
	<p>Volleyball</p> <ul style="list-style-type: none"> • Student Fee: \$60 • Actual Spent Per Student: \$201.65 • Total Spent: \$3226.46 • Fees Paid: \$960 <p>Soccer</p> <ul style="list-style-type: none"> • Student Fee: \$60 • Actual Spent Per Student: \$86.33 • Total Spent: \$1381.27 • Fees Paid: \$960 	<p>Baseball</p> <ul style="list-style-type: none"> • Student Fee: \$60 • Actual Spent Per Student: \$79.16 • Total Spent: \$1108.30 • Fees Paid: \$840 <p>Soccer</p> <ul style="list-style-type: none"> • Student Fee: \$60 • Actual Spent Per Student: \$101.44 • Total Spent: \$1420.20 • Fees Paid: \$840 	<p>Flag Football</p> <ul style="list-style-type: none"> • Student Fee: \$60 • Actual Spent Per Student: \$105 • Total Spent: \$1680 • Fees Paid: \$960 <p>Cheer</p> <ul style="list-style-type: none"> • Student Fee: \$60 • Actual Spent Per Student: \$96.25 • Total Spent: \$1347.44 • Fees Paid: \$840

Gender-Designated Interscholastic Sports Comparison and Evaluation

Sport	Practice Locations	Home Game Locations	Notes
Basketball	School Gym	School Gym	Same for both genders
Soccer	School Field	School Field	Same for both genders
Volleyball	School Gym	School Gym	Girls volleyball plays in the gym while boys baseball plays on the baseball field - both genders have the playing surface required for the sport
Cross Country	School Field	School Field	Same for both genders
Flag Football	School Field	School Field	Same for both genders
Baseball	Baseball Field	Baseball Field	Boys baseball plays on the baseball field while girls volleyball plays in the gym - both genders have the playing surface required for the sport

Cheer	School Gym	School Gym	Same for both genders
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Efforts by School to Comply with Utah Code 63G-31-201 et seq. (Distinctions on the Basis of Sex) and Title IX

Category	Compliance Efforts by School
Providing Separate Accommodates for Males and Females to Protect Individual Privacy, Health, and Competitive Opportunity	SAA complies with state law by providing separate accommodations for males and females to ensure privacy, health, and competitive opportunity.
Not Providing a Sex-Designated Facility, Program, or Event of a Higher Quality to One Sex and of a Lesser Quality to the Opposite Sex	SAA provides equitable facilities for both male and female student athletes.
Not Providing Males or Females Preferred or More Advantageous Scheduling of Facilities, Programs, or Events in Comparison to the Opposite Sex	SAA does not schedule facility usage, programs, or events that are more preferred or advantageous for one gender over the other..
Not Providing Males or Females with More Sex-Designated Opportunities than the Opposite Sex in Excess of a 10% Disparity	SAA ensures that sex-designated opportunities are provided equitably.
Not Requiring Males or Females to Participate or Compete Against the Opposite Sex in any Sex-Designated Facility, Program, or Event	SAA does not require males or females to compete against the opposite sex in any sex-designated facility , program, or event.
Not Requiring, Giving Official Authorization For, or Knowingly Allowing Males or Females to Use a Sex-Designated Facility in the Presence of the Opposite Sex	SAA does not require, authorize, or knowingly allow individuals to use sex-designated facilities in the presence of the opposite sex. Our policies and practices ensure that all sex-designated spaces maintain privacy and adhere to state regulations.

Action Plan to Address Discrepancy (10% or greater) Between Male-Designated and Female-Designated Interscholastic Sports at the School

SAA does not currently have a need for an Action Plan to address a discrepancy of 10% or greater between male-designated and female-designated interscholastic sports, as the opportunities are balanced and compliant with applicable regulations.

Employees Engaging in Private Activities Related to Public Education **Administrative Procedures Summary**

The 2025 State Audit Procedures for Local Education Agencies require each school to establish a policy/procedure addressing employee participation in a “private, but public education-related activity.” As defined in R277-107, these activities involve an employee being compensated by a source other than the school (e.g., a student’s parent), with the primary clients being students of the school. Common examples include private tutoring, lessons, clinics, and camps. R277-107 contains several rules governing such private activities, and this admin procedure clarifies how these rules apply to school employees who choose to engage in them.

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Employees Engaging in Private Activities Related to Public Education Administrative Procedures

PURPOSE

Syracuse Arts Academy (the “School”) recognizes that its employees may have opportunities to engage with students in private activities related to public education that are not sponsored by the School. The School supports its employees participating in such activities so long as they are done appropriately.

These procedures are intended to help ensure that any private, but public education-related activity involving School employees is conducted in a manner that complies with state law and rules, including R277-107, and maintains the integrity of the public education system. These procedures outline expectations for School employees who sponsor or participate in private activities related to public education and delineate boundaries between public employment and private enterprise.

Definitions

For purposes of these procedures:

“Employee” means a person who is employed on a full-time, part-time, or contract basis by the School.

“Private, but public education-related activity” means any type of private activity for which:

- a. An employee of the School receives compensation; and
- b. The principal clients are students at the School.

“Private, but public education-related activity” may include:

- a. Tutoring;
- b. Lessons;
- c. Clinics;
- d. Camps; or
- e. Travel opportunities.

General Rules for School Employee Participation in Private, But Public Education-Related Activities

Employees may participate in a private, but public education-related activity in accordance with R277-107 and these procedures.

1. Separation of Private and Public Roles

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- a. Employees who participate in a private, but public education-related activity must ensure that such participation is separate and distinguishable from their employment with the School. For example, such employees may not:
 - i. Contact students at the School during School hours to promote such private activities; or
 - ii. Use student education records, School resources, or information gained through employment with the School in connection with such private activities, unless that information is readily available to the general public.

2. Prohibited Use of School Time and Resources

- a. Employees who participate in a private activity or a private, but public education-related activity may not use School time or resources to:
 - i. Discuss, promote, or prepare for such private activities; or
 - ii. Organize or advertise such private activities.

3. Permissible Activities by Employees

- a. Employees who participate in a private, but public education-related activity may:
 - i. Offer such private activities to students outside of regular School hours;
 - ii. Discuss such private activities with students or parents outside of the classroom and regular School hours;
 - iii. Use student directories or online resources which are available to the general public; or
 - iv. Advertise or promote such private activities in accordance with the rules in R277-107-3 and -4, including in School publications that allow commercial advertising.

4. Equity and Access

- a. Employees may not condition credit or participation in a School program or activity on a student's participation in such activities as clinics, camps, private programs, or travel activities that are not equally and freely available to all students.
- b. Employees may not state or imply to any person that participation in a regular School activity or program is conditioned on participation in a private activity.

5. Student-Initiated Educational Opportunities

- a. Nothing in these procedures prohibit students from requesting or petitioning the School for academic credit for educational experiences obtained outside of School consistent with School policy and applicable state law.

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6. Contracts Governing Private, But Public Education-Related Activities

- a. Contracts between an employee and a sponsor of a private, but public education-related activity shall be signed by the employee and include the acknowledgments set forth in R277-107-6.
- b. An employee shall provide the School with a signed copy of all contracts between the employee and a sponsor of a private, but public education-related activity. The School shall maintain a copy of such contracts in the employee's personnel file.

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Policies, Procedures, Plans (“PPP”) Required To Be Reviewed and/or Approved

PPP Required by Law to be Reviewed	Frequency	Date Last Reviewed	Reviewer
Attendance/Truancy	Regularly	10/05/23	Board
Bullying and Hazing	Regularly	09/04/23	Board
Cash Handling	Regularly		LEA
Donation and/or Fundraising	Regularly	06/16/23	Board
Electronic Resources or Devices	Once every three years		LEA
Emergency Response/Preparedness Plan	Once every three years		Emerg. Committee
Fee Waiver	Annually	02/06/25	Board
Financial Reporting	Regularly		LEA
Parent and Family Engagement, Compact, Plan	Annually		LEA
Procurement	Regularly		LEA
Purchasing and Disbursement	Regularly		LEA
Sex Education Instruction	Every two years	06/14/24	Board
Salary Supplement for Highly Needed Educators Program	Annually	Not until 26-27	Board
Wellness	At least 1 time per year		Wellness Committee

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PPP Required by PPP only to be Reviewed	Frequency	Date Last Reviewed	Reviewer
Information Technology Security Policy & Plan	Periodically		IT Security Manager
Meal Charge/Alternate Meal Policy/Procedures	Annually		LEA
Student Conduct and Discipline Plan	As Necessary	06/16/23	Board
Student Conduct and Discipline Policy	As Necessary	10/05/23	Board
<u>Out-of-School Suspensions & Expulsions Data</u>	Annually	06/14/24	Board
Language Access	Annually		LEA

PPP Required by Law to be Re-Approved	Frequency	Date Last Reviewed	Reviewer
Electronic Resources or Devices	Once every three years	06/17/22	Board
Fee Waiver	Annually	02/06/25	Board
Parent and Family Engagement	Every two years	06/14/24	Board
Salary Supplement for Highly Needed Educators Program	Annually	Not until 26-27	Board
Wellness	Once every three years	08/03/23	Board

Other Required Trainings	Frequency	Date Last Reviewed	Reviewer
<u>Arrest Reporting Policy</u>	Annually	06/14/24	Board
School LAND Trust Board Training	Annually	02/06/25	Board
Open and Public Meetings Act	Annually	02/06/25	Board
Fraud Risk Assessment/Ethical Behavior	Annually	06/26/25	Board
Fraud Risk Online Training	Once Every (4) Years	2027	Board
Review SCSB Agreement			

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Behavior Data – North

Textbox107	Textbox109	Textbox6	Textbox197	Textbox108	Textbox211
Sex: F	Grade: 5	Incident: 2025-568 Defiance of Authority	Action: Out of School Suspension	Suspension: OSS	Number of Days: 1
Sex: F	Grade: 5	Incident: 2025-600 Sexual Harassment	Action: Out of School Suspension	Suspension: OSS	Number of Days: 1
Sex: M	Grade: 3	Incident: 2025-394 Defiance of Authority	Action: Out of School Suspension	Suspension: OSS	Number of Days: 2
Sex: F	Grade: 5	Incident: 2025-318 Physical Aggression	Action: Out of School Suspension	Suspension: OSS	Number of Days: 1
Sex: M	Grade: 6	Incident: 2025-498 Bullying	Action: Out of School Suspension	Suspension: OSS	Number of Days: 2
Sex: M	Grade: 6	Incident: 2025-381 Disrespecting Adult	Action: Out of School Suspension	Suspension: OSS	Number of Days: 1
Sex: M	Grade: 4	Incident: 2025-220 Physical Aggression	Action: Out of School Suspension	Suspension: OSS	Number of Days: 1
Sex: M	Grade: 4	Incident: 2025-326 Disrespecting Student	Action: Out of School Suspension	Suspension: OSS	Number of Days: 1
Sex: M	Grade: 4	Incident: 2025-533 Safety Concern	Action: In School Suspension	Suspension: ISS	Number of Days: 1
Sex: M	Grade: 4	Incident: 2025-533 Safety Concern	Action: Out of School Suspension	Suspension: OSS	Number of Days: 1
Sex: M	Grade: 2	Incident: 2025-118 Bullying	Action: In School Suspension	Suspension: ISS	Number of Days: 1
Sex: M	Grade: 6	Incident: 2025-637 Fighting with Student	Action: Out of School Suspension	Suspension: OSS	Number of Days: 1
Sex: M	Grade: 3	Incident: 2025-257 Fighting with Student	Action: Out of School Suspension	Suspension: OSS	Number of Days: 1
Sex: F	Grade: 3	Incident: 2025-226 Physical Aggression	Action: Out of School Suspension	Suspension: OSS	Number of Days: 0
Sex: F	Grade: 6	Incident: 2025-478 Computer Misuse	Action: Out of School Suspension	Suspension: OSS	Number of Days: 2
Sex: F	Grade: 3	Incident: 2025-245 Disrespecting Faculty	Action: Out of School Suspension	Suspension: OSS	Number of Days: 1
Sex: M	Grade: 3	Incident: 2025-258 Fighting with Student	Action: Out of School Suspension	Suspension: OSS	Number of Days: 1
Sex: M	Grade: 6	Incident: 2025-380 Disrespect to Adult	Action: Out of School Suspension	Suspension: OSS	Number of Days: 1
Sex: M	Grade: 1	Incident: 2025-148 Physical Aggression	Action: In School Suspension	Suspension: ISS	Number of Days: 1
Sex: M	Grade: 1	Incident: 2025-151 Destruction of Property	Action: In School Suspension	Suspension: ISS	Number of Days: 1
Sex: M	Grade: 1	Incident: 2025-210 Physical Aggression	Action: In School Suspension	Suspension: ISS	Number of Days: 1

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Sex: M	Grade: 1	Incident: 2025-214 Inappropriate Physical Conduct	Action: In School Suspension	Suspension: ISS	Number of Days: 1
Sex: M	Grade: 1	Incident: 2025-222 Inappropriate Physical Conduct	Action: In School Suspension	Suspension: ISS	Number of Days: 1
Sex: F	Grade: 5	Incident: 2025-531 Defiance of Authority	Action: Out of School Suspension	Suspension: OSS	Number of Days: 1
Sex: F	Grade: 5	Incident: 2025-530 Disrespect to Adult	Action: Out of School Suspension	Suspension: OSS	Number of Days: 1
Sex: M	Grade: 5	Incident: 2025-142 Physical Aggression	Action: In School Suspension	Suspension: ISS	Number of Days: 0

Behavior Data – Antelope

Textbox107	Textbox109	Textbox6	Textbox197	Textbox108	Textbox211
Sex: M	Grade: 7	Incident: 2025-172 Bullying on basis of race, color, national origin	Action: Out of School Suspension	Suspension: OSS	Number of Days: 3
Sex: M	Grade: 7	Incident: 2025-623 Bullying	Action: Out of School Suspension	Suspension: OSS	Number of Days: 10
Sex: M	Grade: 0	Incident: 2025-599 Defiance of Authority	Action: Out of School Suspension	Suspension: OSS	Number of Days: 0
Sex: M	Grade: 0	Incident: 2025-610 Defiance of Authority	Action: Out of School Suspension	Suspension: OSS	Number of Days: 1
Sex: M	Grade: 0	Incident: 2025-636 Physical Aggression	Action: Out of School Suspension	Suspension: OSS	Number of Days: 1
Sex: M	Grade: 7	Incident: 2025-585 Bullying	Action: Out of School Suspension	Suspension: OSS	Number of Days: 3
Sex: M	Grade: 7	Incident: 2025-130 Physical Aggression	Action: In School Suspension	Suspension: ISS	Number of Days: 0
Sex: M	Grade: 7	Incident: 2025-312 Bullying	Action: Out of School Suspension	Suspension: OSS	Number of Days: 1
Sex: M	Grade: 7	Incident: 2025-585 Bullying	Action: Out of School Suspension	Suspension: OSS	Number of Days: 3
Sex: M	Grade: 7	Incident: 2025-622 Inappropriate Physical Conduct	Action: Out of School Suspension	Suspension: OSS	Number of Days: 10
Sex: M	Grade: 9	Incident: 2025-235 Possession of Tobacco	Action: Out of School Suspension	Suspension: OSS	Number of Days: 3
Sex: M	Grade: 9	Incident: 2025-624 Safety Concern	Action: Out of School Suspension	Suspension: OSS	Number of Days: 6
Sex: F	Grade: 8	Incident: 2025-279 Uncontrolled Substance Possession	Action: Out of School Suspension	Suspension: OSS	Number of Days: 3
Sex: M	Grade: 6	Incident: 2025-135 Physical Aggression	Action: In School Suspension	Suspension: ISS	Number of Days: 0
Sex: M	Grade: 9	Incident: 2025-624 Safety Concern	Action: Out of School Suspension	Suspension: OSS	Number of Days: 9
Sex: M	Grade: 9	Incident: 2025-61 Bullying on basis of race, color, national origin	Action: Out of School Suspension	Suspension: OSS	Number of Days: 1

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Sex: M	Grade: 9	Incident: 2025-624 Safety Concern	Action: Out of School Suspension	Suspension: OSS	Number of Days: 8
Sex: F	Grade: 8	Incident: 2025-314 Use of Tobacco	Action: Out of School Suspension	Suspension: OSS	Number of Days: 2
Sex: M	Grade: 1	Incident: 2025-583 Other	Action: In School Suspension	Suspension: ISS	Number of Days: 0
Sex: F	Grade: 7	Incident: 2025-176 Sexually Explicit Behavior	Action: Out of School Suspension	Suspension: OSS	Number of Days: 3
Sex: M	Grade: 1	Incident: 2025-605 Physical Aggression	Action: Out of School Suspension	Suspension: OSS	Number of Days: 0
Sex: M	Grade: 7	Incident: 2025-465 Disrespecting Student	Action: Out of School Suspension	Suspension: OSS	Number of Days: 2
Sex: M	Grade: 5	Incident: 2025-522 Inappropriate Physical Conduct	Action: In School Suspension	Suspension: ISS	Number of Days: 0
Sex: M	Grade: 9	Incident: 2025-55 Physical Aggression	Action: Out of School Suspension	Suspension: OSS	Number of Days: 2
Sex: M	Grade: 8	Incident: 2025-375 Verbal Threat	Action: Out of School Suspension	Suspension: OSS	Number of Days: 3
Sex: M	Grade: 7	Incident: 2025-187 Disruptive Classroom Behavior	Action: Out of School Suspension	Suspension: OSS	Number of Days: 2
Sex: F	Grade: 9	Incident: 2025-75 Tobacco Use	Action: Out of School Suspension	Suspension: OSS	Number of Days: 0
Sex: F	Grade: 9	Incident: 2025-77 Tobacco Use	Action: Out of School Suspension	Suspension: OSS	Number of Days: 0
Sex: F	Grade: 9	Incident: 2025-78 Tobacco Use	Action: Out of School Suspension	Suspension: OSS	Number of Days: 0
Sex: F	Grade: 9	Incident: 2025-79 Tobacco Use	Action: Out of School Suspension	Suspension: OSS	Number of Days: 0
Sex: F	Grade: 9	Incident: 2025-280 Alcohol Possession	Action: Out of School Suspension	Suspension: OSS	Number of Days: 4
Sex: F	Grade: 9	Incident: 2025-304 Defiance of Authority	Action: Out of School Suspension	Suspension: OSS	Number of Days: 2
Sex: M	Grade: 3	Incident: 2025-166 Threat/Intimidation	Action: Out of School Suspension	Suspension: OSS	Number of Days: 2
Sex: F	Grade: 5	Incident: 2025-57 Theft	Action: In School Suspension	Suspension: ISS	Number of Days: 0
Sex: M	Grade: 8	Incident: 2025-424 Vandalism	Action: Out of School Suspension	Suspension: OSS	Number of Days: 1
Sex: M	Grade: 4	Incident: 2025-149 Threat/Intimidation	Action: In School Suspension	Suspension: ISS	Number of Days: 0
Sex: M	Grade: 4	Incident: 2025-149 Threat/Intimidation	Action: In School Suspension	Suspension: ISS	Number of Days: 0
Sex: M	Grade: 7	Incident: 2025-614 Disrespecting Student	Action: Out of School Suspension	Suspension: OSS	Number of Days: 1
Sex: M	Grade: 9	Incident: 2025-103 Disrespecting Student	Action: Out of School Suspension	Suspension: OSS	Number of Days: 1

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Sex: M	Grade: 7	Incident: 2025-186 Bullying on basis of sex	Action: Out of School Suspension	Suspension: OSS	Number of Days: 1
Sex: M	Grade: 7	Incident: 2025-192 Threatening Bodily Harm	Action: Out of School Suspension	Suspension: OSS	Number of Days: 4
Sex: F	Grade: 8	Incident: 2025-293 Inappropriate Tech Use	Action: Out of School Suspension	Suspension: OSS	Number of Days: 4
Sex: M	Grade: 7	Incident: 2025-212 Safety Concern	Action: Out of School Suspension	Suspension: OSS	Number of Days: 4
Sex: O	Grade: 7	Incident: 2025-586 Truancy	Action: In School Suspension	Suspension: ISS	Number of Days: 0
Sex: M	Grade: 5	Incident: 2025-564 Other	Action: In School Suspension	Suspension: ISS	Number of Days: 0
Sex: M	Grade: 2	Incident: 2025-534 Physical Agression	Action: In School Suspension	Suspension: ISS	Number of Days: 0
Sex: F	Grade: 6	Incident: 2025-248 Physical Agression	Action: In School Suspension	Suspension: ISS	Number of Days: 0
Sex: F	Grade: 6	Incident: 2025-548 Physical Agression	Action: In School Suspension	Suspension: ISS	Number of Days: 1
Sex: M	Grade: 3	Incident: 2025-152 Disrespecting Student	Action: In School Suspension	Suspension: ISS	Number of Days: 0
Sex: M	Grade: 8	Incident: 2025-308 Threat/Intimidation	Action: Out of School Suspension	Suspension: OSS	Number of Days: 3
Sex: M	Grade: 5	Incident: 2025-547 Other	Action: Out of School Suspension	Suspension: OSS	Number of Days: 1
Sex: M	Grade: 7	Incident: 2025-122 Possession of Weapon	Action: Out of School Suspension	Suspension: OSS	Number of Days: 1
Sex: M	Grade: 7	Incident: 2025-213 Theft	Action: Out of School Suspension	Suspension: OSS	Number of Days: 2
Sex: M	Grade: 7	Incident: 2025-624 Safety Concern	Action: Out of School Suspension	Suspension: OSS	Number of Days: 6
Sex: F	Grade: 7	Incident: 2025-282 Inappropriate Cellphone Use	Action: Out of School Suspension	Suspension: OSS	Number of Days: 2
Sex: M	Grade: 9	Incident: 2025-624 Safety Concern	Action: Out of School Suspension	Suspension: OSS	Number of Days: 5
Sex: F	Grade: 9	Incident: 2025-160 Tobacco Use	Action: In School Suspension	Suspension: ISS	Number of Days: 1

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In compliance with the Americans with Disabilities Act, persons needing accommodations for this meeting should call (801) 444-9378 to make appropriate arrangements.

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Syracuse Arts Academy Arrest Reporting Policy



POLICY

The Board of Directors of Syracuse Arts Academy (the “School”) recognizes the importance of receiving information regarding arrests, convictions, and other offenses of employees, Board Members, and volunteers in order to assist the School in adequately safeguarding the safety of students.

Employees who are licensed by the Utah State Board of Education shall report arrests, citations, charges, and convictions as set forth in Utah Administrative Code Rule R277-217-4.

The Lead Director of the School will establish administrative procedures that comply with the requirements of Utah Administrative Code R277-316-4 with respect to the required reporting of arrests and convictions of the following individuals: employees that are not licensed by the Utah State Board of Education, volunteers who have significant unsupervised access to students in connection with their volunteer assignment, Board Members, and any other employee who drives a motor vehicle as part of his or her employment responsibilities at the School.

The Board acknowledges the requirement that Board Members report arrests and convictions as set forth in R277-316-4.

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Arrest Reporting Administrative Procedures

These procedures are established in order to comply with the Arrest Reporting Policy adopted by the School's Board of Directors.

Required Reports

(a) Non-USBE-licensed employees of the School, (b) School volunteers who are given significant unsupervised access to children in connection with their volunteer assignment, (c) Board Members, and (d) any School employees who drive a motor vehicle as part of their employment responsibilities must report to the Campus Principal information regarding the following matters:

- Convictions, including pleas in abeyance and diversion agreements;
- Any matters involving arrests for alleged sex offenses;
- Any matters involving arrests for alleged drug-related offenses;
- Any matters involving arrests for alleged alcohol-related offenses; and
- Any matters involving arrests for alleged offenses against the person under Title 76, Chapter 5, Offenses Against the Individual (e.g., assault, child abuse, sexual offenses, etc.).

Timeline for Reports

Current employees of the School must provide the required reports to the Lead Director and Campus Principal within 48 hours (or as soon as possible thereafter) of receiving notification of this policy. Thereafter, employees of the School must submit required reports to the Lead Director and/or Campus Principal within 48 hours (or as soon as possible thereafter) of the event necessitating the report. New employees of the School must report this information prior to commencing work for the School.

Procedure for Review of Reports

The Lead Director and Campus Principal will review and investigate all reports received pursuant to the policy and determine whether any employment action is necessary to protect the safety of students.

The Lead Director and Campus Principal will maintain the confidentiality of the information submitted and only share such information with individuals who have a legitimate need to know. Information regarding the reports, the results of any investigation, the determination, and any action taken will be maintained in a separate, confidential employment file. These records will only be kept as long as the Lead Director determines it is necessary to protect the safety of students.

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Required Action

Any individual who reports a matter involving alleged sex offenses or other alleged offenses which may endanger students shall be immediately suspended from all student supervision responsibilities during the period of investigation.

Any individual who reports a matter involving alcohol or drugs shall be immediately suspended from transporting students, operating motor vehicles on school business, or operating or maintaining school vehicles during the period of investigation.

Due Process

An employee or volunteer dismissed or suspended from employment or appointment shall receive adequate due process consistent with Utah Code § 53G-11-405, including written notice of the reasons for dismissal or suspension and have an opportunity to respond to the reasons.

Training

The Lead Director will ensure that individuals subject to this policy receive appropriate training regarding their arrest reporting obligations.

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Syracuse Arts Academy Board of Directors BOARD MEMBER AGREEMENT ¹



I, _____, understand that as a member of the Board of Directors of the Syracuse Arts Academy I have a legal and moral responsibility to ensure that the organization does the best work possible in pursuit of its goals. I believe in the purpose and the mission of the organization, and I will act responsibly and prudently as its steward.

I have read, understand and am willing to comply with the Syracuse Arts Academy Individual Board Member Performance Expectations.

If I ever find myself in a situation where I am unable to fulfill these expectations I will resign from the Board.

In turn, the organization will be responsible to me in several ways:

1. I will be sent, without request, monthly financial statements and an update of organizational activities that allow me to meet the "prudent person" section of the law.
2. The organization will help me perform my duties by keeping me informed about issues in the industry and field in which we are working, and by offering me opportunities for professional development as a board member.
3. Board Members and the School Leaders will respond in a straightforward fashion to questions I have that are necessary to carry out my board and committee-related responsibilities to this organization.
4. Board Members and the School Leaders will work in good faith with me towards achievement of our goals.
5. If the organization does not fulfill its commitments to me, I can call on the Board Chair and School Leaders to discuss these responsibilities.

Member, Board of Directors Date: _____

Chair, Board of Directors Date: _____

¹ Adapted from *Board Cafe*, Vol. 5, No. 3, March 28, 2001

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Board Communication Guidelines

Communication

A. Communication between Board Members

1. Board Members should copy the entire board on all e-mail correspondence between Board Members on board issues unless an assignment has been given and that person will provide the board with updates.
2. Phone conversations may or may not need to be communicated to the Board, based on the nature of the conversation. Board members will try and ask at the end of the phone conversation if a follow-up e-mail is needed to be sent to the whole Board, re-capturing information discussed in the phone conversation.

B. Communication between Board Members and the Administration

1. Board Members should copy the entire board on all e-mail correspondence between a Board Member and the Lead Director on school governance issues.
2. In all communication between a Board Member and the Lead Director, Board Members should remember that the board's authority resides in the board collectively and that individual Board Members have no authority individually to instruct the Lead Director.
 - i. Individual Board Members should therefore refrain from giving individual instructions to the Lead Director.
 - ii. Rule of Thumb: Individual Board Members should not solicit the Lead Director, but the Lead Director can solicit individual Board Members.
3. In order to maintain clear lines of authority, when a Board Member is discussing an issue with the Lead Director that is not specifically related to the board's governance responsibilities, the Board Member should clarify to the Lead Director the role in which the individual is speaking with the Lead Director, whether it be as a parent, volunteer, or otherwise.
 - i. If it is unclear what role in which a Board Member is speaking with the Lead Director, the Lead Director may ask for clarification.

C. Communication between Board Members and Academica West

1. Unless instructed otherwise, e-mail communication from AW personnel to Board Members should be sent to the entire board.
2. Board Members should copy the entire board on e-mail communication with AW personnel unless working on a specific assignment or sub-committee.
3. Phone conversations may or may not need to be communicated to the Board, based on the nature of the conversation. AW will try and ask at the end of the phone conversation if a follow-up e-mail is needed to be sent to the whole Board, re-capturing information discussed in the phone conversation.

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Addressing Feedback

A. General Feedback

1. Board Members who receive verbal feedback about non-governance issues may inform the entire board, at their discretion, about that feedback and should also let the individual giving the feedback know that the proper approach is for the individual to address the issue with the Lead Director.
2. Board Members may wish to inform the Lead Director about such non-governance issues so that the Lead Director is aware—and the Board member may let the individual know that they have informed the Lead Director—but Board Members should then leave the matter in the Lead Director's hands.
3. When concerns come to the Lead Director they will be discussed with the person as to the purpose of the school policy or decision. Every attempt to satisfy the concerns will be made by the Lead Director prior to a possible referral to the Board.

B. Feedback, Concerns and Grievances

1. If any Board Member receives a non-grievance written communication the response should be shared with all Board Members and the Lead Director. If it requires action, an assignment will be given unless it is associated with an alleged illegal action and a lawyer will be consulted prior to contacting that individual.
2. Syracuse Arts Academy has established a Grievance Policy. Board Members should be aware of the school's grievance policies and should advise individuals to follow the applicable grievance policy (parent or staff) if they have a concern about a specific individual.
3. If an individual presents the board with a concern about a specific individual pursuant to a grievance policy, the board should require documentation that the individual has complied with the grievance policy by addressing the matter with the specific individual and the Lead Director before considering the concern.

Board Meeting Conduct

1. The board will follow the Utah Open Meetings Act with appropriate public comment.
2. The Board reserves the right to host an open forum discussion on non-governance, individual topics with appointed board member liaisons and Administration.
3. As Board Members see there is a need to respond on social media/blog, they will remind the public that they cannot speak for the Board as a whole.

Agenda Setting

1. If a Board Member or the Lead Director wants an item placed on the agenda, they should inform the entire board via e-mail of the proposed agenda item and provide a brief explanation, and recommended action, for why the item should be considered by the board at that meeting. The final board agenda is set by the Chair. *(See SAA Bylaws section 3.4)*

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Syracuse Arts Academy Electronic Annual Board Meeting Minutes Thursday, June 26, 2025

Zoom Link: <https://us02web.zoom.us/j/81850705484?from=addon>

Meeting ID: 818 5070 5484

Mobile: (669) 900-9128



In Attendance: Mary Johnston, Neil Garner, Nate Schow, Rene Dreiling,

Excused: Jerrad Pullum,

Others in Attendance: Kellie Mudrow, Dawn Kawaguchi, Jon McQueary, Tracy Ressa, Jay Welk (5:53 p.m.)

SAA Mission Statement

The purpose of Syracuse Arts Academy is to develop respectful, confident citizens in a solid educational environment enriched by artistic expression.

Minutes

2024-2025 Board Priorities

Data Equivalent
Development of Teachers
Alignment of Curriculum
Building Expansion Vision

5:30 PM – INTRODUCTORY ITEMS

- Welcome & Roll Call – Mary Johnston

There was no PUBLIC COMMENT.

- This was the second public comment period for the Amplify CKLA Curriculum. Kellie discussed the implementation of the Amplify CKLA curriculum for the South campus, which is licensed for five years and covers language art's needs, excluding annual consumables.

REPORTS

➤ **Administration**

- State of the School – Kellie Mudrow
 - **Current Enrollment** – Kellie reported that enrollment is increasing, with 408 students currently at the South campus, and they are planning to hire one more 5th-grade teacher to ensure two teachers per grade level.

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- **Update on South Campus** – We are planning on getting the keys to the building on Tuesday. Final walk thru is tomorrow with the construction company. We will be represented at Syracuse Founders Day and other local cities. Michele is planning an open house, with the aim of allowing the public to tour the facility and meet staff before the start of the school year. The bleachers may not be installed before the school opens.

BOARD TRAINING

- Review Ethics Policy & Sign Annual Commitment to Ethical Behavior* – Jon McQueary discussed the ethics policy, emphasizing that allegations of violations should be reported to the School's Board of Directors, who will ensure prompt investigation and appropriate action. He also covered the ethical behavior statement that board members must sign annually, attesting to their commitment to abiding by the policy
- Annual Fraud Risk Assessment* Review – Jon McQueary reviewed the Fraud Risk Assessment, noting that the School's current score of 375 out of 395 places it in the very low risk category. He explained that the only area for improvement was the lack of a formal internal audit function, which is not required due to the school's small size. The board members agreed to sign the ethics policy and fraud risk assessment documents during their upcoming retreat on the 10th of July.

CONSENT ITEMS

- May 8, 2025 Electronic Board Meeting Minutes – There was no further discussion.
- Ratify Amended Technology Purchase (approved 12-05-24) from not to exceed \$450,000 to not to exceed \$525,000 – Kellie Mudrow discussed the need to adjust the order of student and teacher devices for a new school due to higher-than-expected enrollment. Kellie explained that while teacher device orders were reduced from 35 to 28 (with a likely increase to 30), more student devices were needed, increasing from the initially planned 450 to potentially 500. This amendment to the bid would allow for up to 500 students, with Kellie noting they had a \$55,000 buffer in the technology budget. Mary requested clarifying the differences between whiteboards and smart boards, with Kellie explaining that smart boards are more expensive interactive devices used in classrooms, while whiteboards are cheaper and will be used in conference rooms and special education spaces. **Nate Schow made a motion to approve the consent items. Rene Dreiling seconded the motion. The roll call votes were as follows:**

Mary Johnston – Yes

Nate Schow – Yes

Rene Dreiling – Yes

Neil Garner – Yes

Motion passed unanimously.

VOTING ITEMS

- 2024-2025 SAA Final Amended Budget – Jon McQueary presented a detailed budget analysis for fiscal years 2025 and 2026, highlighting actual results, original budgets, and income statements. The meeting focused on budget adjustments for the new campus, with Jon explaining that the budget includes a potential \$1.8 million draw from the PTIF fund,

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though actual usage may be lower. Mary noted that while the required savings withdrawal of around \$2 million was expected, it was still "painful" but not surprising. Jon detailed the significant increase in property service costs due to leasing, which includes property taxes, and explained that these expenses would decrease once the school bonds for the building. The discussion concluded with Mary expressing hope for reaching 500 students to reduce costs, while acknowledging the current capacity of 400 students. Kellie added that Michele has worked hard to shop around to get the best prices.

- 2025-2026 SAA Annual Budget – There was no further discussion. See above for discussion.
- Amplify/CKLA Curriculum Purchase – Kellie reviewed the Amplify CKLA/ELA curriculum including components for grades K-5. Kellie highlighted the importance of having a comprehensive package with digital licenses, consumables, and professional development for teachers. Mary praised the curriculum's inclusion of grades 4-5 and its arts integration feature, which Kellie expressed excitement about. The board packet included all necessary information for pricing.
- White Boards Purchase & Installation – There was no further discussion. See “consent items” for discussion.
- Ratify Board Members & Terms – Mary Johnston reviewed the current terms of the board members with acknowledging Art Hansen as the newest board member with term of June 2029.
- Ratify Board Officers – Mary Johnston would like to move this to the July 10th meeting.
- Ratify Lead Director – Mary Johnston stated that we are very happy with Kellie and would like to renew her for the next school year. Kellie reported that all administrative positions had been filled except for an intern position at the North campus.

Neil Garner made a motion to approve the following items:

- **Approve the final amended budget for the 2024-2025 school year;**
- **Approve the proposed annual operating budget for the 2025-2026 school year;**
- **Approve the Amplify CKLA/ELA curriculum purchase not to exceed \$155,000;**
- **Approve SL Contracting for the purchase and installation of white board not to exceed \$40,000;**
- **Appoint Art Hansen as a board member with a 4-year term to expire on June 2029 with a start date of July 1, 2025, approve Nate Schow with a new 4-year term to expire June 2029, and ratify Mary Johnston with a term to expire June 2028, Neil Garner with a term to expire June 2027, and Rene Dreiling with a term to expire June 2026; and**
- **Ratify Kellie Mudrow as the Lead Director for the 2025-2026 school year and her employment agreement as discussed in a previous closed session.**

Rene Dreiling seconded the motion. The roll call votes were as follows:

Mary Johnston – Yes

Nate Schow – Yes

Rene Dreiling – Yes

Neil Garner – Yes

Motion passed unanimously.

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DISCUSSION ITEMS

- 2025-2026 Board Meeting Schedule – Mary would like to review these dates at the July meeting. She asked the board to check their calendars and bring any conflicts back to the July meeting.
- Calendar Items – Mary Johnston reviewed the upcoming calendar dates.
 - NCSC25 Orlando, FL June 29-July 2
 - Cancel July 8th Meeting
 - Retreat on July 10th @ 9:00 a.m. at AW
 - Next Pre-Board Meeting – July 22nd
 - Next Board Meeting – August 7th @ North Campus

6:34 PM – Nate Schow made a motion to ADJOURN. Rene Dreiling seconded the motion.

The votes were as follows:

Mary Johnston – Yes

Nate Schow – Yes

Rene Dreiling – Yes

Neil Garner – Yes

Motion passed unanimously.

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SAA Board of Directors' Meeting Thursday, July 10, 2025

Action Item: *PTIF Board Resolution*

Issue:

The Utah Office of the State Treasurer has a PTIF account management system that streamlines administration of the School's PTIF account. The online system requires approval of a board resolution authorizing at least two individuals to serve as administrators of the school's PTIF accounts.

Background:

The Utah Public Treasurers' Investment Fund (PTIF) is available to state and government entities as a short-term cash investment vehicle. Because the PTIF invests only in securities authorized by the Utah Money Management Act and provides a high degree of liquidity, the School utilizes the PTIF to safely invest its surplus funds.

The online system allows the Board's designee to authorize individuals to make changes to its PTIF account, such as: add/delete users, open/close accounts, add/delete/change bank accounts tied to PTIF accounts, and complete various forms associated with these changes.

In an effort to segregate duties, Academica recommends authorizing the Board Chair, the School Lead Director and AW's Controller (Cathie Hurst) to serve as PTIF account administrators. Because Cathie will not be an authorized "user" that access and/or transact with PTIF accounts, this will provide an extra level of separation.

As positions change and/or people move on, the PTIF Resolution must be re-approved naming the authorized personnel.

Recommendation:

It is recommended that the board approve the PTIF Resolution.

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Office of the
State Treasurer

Public Entity Resolution

1. Certification of Authorized Individuals

I, Mary Johnston (Name) hereby certify that the following are authorized: to add or delete users to access and/or transact with PTIF accounts; to add, delete, or make changes to bank accounts tied to PTIF accounts; to open or close PTIF accounts; and to execute any necessary forms in connection with such changes on behalf of Syracuse Arts Academy (Name of Legal Entity). Please list at least two individuals.

Name	Title	Email	Signature(s)
Mary Johnston	Board Chair	mjohnston@saacharte	
Kellie Mudrow	Charter School Director	kmudrow@saacharter.	
Cathie Hurst	Academica West - Controller	cathie@awservices.co	

The authority of the named individuals to act on behalf of Syracuse Arts Academy (Name of Legal Entity) shall remain in full force and effect until written revocation from Syracuse Arts Academy (Name of Legal Entity) is delivered to the Office of the State Treasurer.

2. Signature of Authorization

I, the undersigned, Board Chair (Title) of the above named entity, do hereby certify that the forgoing is a true copy of a resolution adopted by the governing body for banking and investments of said entity on the 10 day of July, 2025, at which a quorum was present and voted; that said resolution is now in full force and effect; and that the signatures as shown above are genuine.

Signature	Date	Printed Name	Title
	7-10-25	Mary Johnston	Board Chair

STATE OF UTAH)
COUNTY OF _____) §

Subscribed and sworn to me on this 10 day of July, 2025, by
Mary Johnston (Name), as Board Chair (Title) of
Syracuse Arts Academy (Name of Entity), proved to me on the basis of
satisfactory evidence to be the person(s) who appeared before me.

(seal) Signature _____

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SAA Board of Director's Meeting Thursday, July 10, 2025

Action Item: *Insurance Renewal*

Issue

The school is required by law to have adequate insurance coverage.

Background

The school has carried general liability, property & casualty, directors & officers, educators legal liability, and umbrella coverage through Hanover Insurance Company for several years. The premium last year was \$68,713 and the renewal premium is \$79,555, which is a change of 15.8%. The broker indicated that the premium changed because of the following factors:

1. The Property coverage amount increased by 6.1% from \$39.7M to \$42.1M
2. Increased property claims cost across industry affecting Catastrophe (Flood/EQ) and Property insurance.
3. Increased school liability claims, stemming largely from Abuse and IEP issues
4. Umbrella is higher due to nuclear verdicts across the country

This policy renewed on July 1, 2025. We want to make sure that we approved expenditure for the record since we received the renewal a few days before our last board meeting.

Recommendation

It is recommended that the Board approve the renewal of the school's insurance policies with Hanover Insurance Company.

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Syracuse Arts Academy
Revised Insurance Coverage Comparison



Coverage	2024 State Risk Proj	2023 Hanover	2024 Hanover	2025 Hanover	Notes
A.M. Best Rating	Not rated	A, XIV	A, XIV	A, XIV	
LIABILITY COVERAGES					
Coverage Territory	Utah	USA, T&P, Canada	USA, T&P, Canada	USA, T&P, Canada	
General Liability	Included	Yes, separate limit	Yes, separate limit	Yes, separate limit	Premises and operations
Occurrence	779,000	1,000,000	1,000,000	1,000,000	Parent groups included
Aggregate	3,138,300	3,000,000	3,000,000	3,000,000	
Personal Injury	307,700	1,000,000	1,000,000	1,000,000	
Malpractice Included	Yes	Yes	Yes	Yes	
Employee Benefits Liability	No	Available	Available	Available	
Cyber Liability		50,000	50,000	50,000	\$106, 7/1/2016 Retro
Number of Students	1,740	1,740	1,740	1,792	
Abuse and Misconduct	Not excluded	Separate Limit within GL	Separate Limit within GL	Separate Limit within GL	Civil cases
Each Occurrence	Uncertain	1,000,000	1,000,000	1,000,000	
Aggregate	Uncertain	3,000,000	3,000,000	3,000,000	
Innocent Party Defense	No	300,000	300,000	300,000	
Automobile Liability	Included	Included with GL	Included with GL	Included with GL	
Hired & Non-Owned Liability	Limited	1,000,000	1,000,000	1,000,000	
School Educator's Legal Liability	Included	Separate Limit	Separate Limit	Separate Limit	
Each Claim	779,000	1,000,000	1,000,000	1,000,000	
Aggregate	3,138,300	3,000,000	3,000,000	3,000,000	
Defense Outside Limits	Uncertain	Yes, unlimited	Yes, unlimited	Yes, unlimited	
Directors & Officers as Insureds	Yes	Yes	Yes	Yes	
Deductible	?	10,000 Loss & Expense	10,000 Loss & Expense	10,000 Loss & Expense	
Non-Monetary Relief Defense (Injunction)	No	300,000	300,000	300,000	
Retroactive Date	n/a	1/1/07	1/1/07	1/1/07	
Director's & Officer's Policy	Included in E&O	Specifically in ELL	Specifically in ELL	Specifically in ELL	
Each Claim	n/a	1,000,000	1,000,000	1,000,000	
Defense Outside Limits	n/a	Yes, unlimited	Yes, unlimited	Yes, unlimited	
Deductible	n/a	10,000 Loss & Expense	10,000 Loss & Expense	10,000 Loss & Expense	
Supervision or management vicarious	n/a	Implied (part of duties)	Implied (part of duties)	Implied (part of duties)	
Employment Practices Liability	Not excluded	Separate Limits within ELL	Separate Limits within ELL	Separate Limits within ELL	
Each Claim and Aggregate	No	1,000,000	1,000,000	1,000,000	
Defense Outside Limits	No	Yes, unlimited	Yes, unlimited	Yes, unlimited	
Wage and Hour Defense	No	100,000 + 10K Ded	100,000 + 10K Ded	100,000 + 10K Ded	
Deductible	n/a	10,000 Loss & Expense	10,000 Loss & Expense	10,000 Loss & Expense	
Umbrella Liability Limit	Not dedicated	1,000,000	1,000,000	1,000,000	
Underlying Coverages	n/a	GL, AL, ELL, EBL, SAM, D&O, EPL	GL, AL, ELL, EBL, SAM, D&O, EPL	GL, AL, ELL, EBL, SAM, D&O, EPL	
PROPERTY COVERAGES					
Building Coverage (Blanket for Three Buildings)	39,348,720	35,710,511	37,089,942	39,348,720	
Business Personal Property (Blanket for Three Locations)	2,827,454	2,664,547	2,665,147	2,827,454	
Business Income (BI) and Extra Expense (EE)	ALS with Stipulations	(BI+EE) 1,000,000	(BI+EE) 1,000,000	(BI+EE) 1,000,000	
Computer Equipment	Included	Included above	Included above	Included above	
Data Breach Coverage	No	50,000	50,000	50,000	
Ordinance and Law	Limited	A=Incl., B&C=500,000	A=Incl., B&C=500,000	A=Incl., B&C=500,000	
Emergency Event Management	No	100,000	100,000	100,000	
Employee Theft	Crime coverage	100,000	100,000	100,000	
Computer and Funds Transfer Fraud		100,000	100,000	100,000	
Equipment Breakdown	Limited	Included	Included	Included	
Outdoor School Equipment	Limited	Yes	Yes	Yes	
Deductible	1,000	1,000	1,000	1,000	
Earthquake	Pro-rata share	No	No	No	
Flood	Pro-rata share	1,000,000 Limit; Ded: 25K BPP + 25K Bldg each Bldg	1,000,000 Limit; Ded: 25K BPP + 25K Bldg each Bldg	1,000,000 Limit; Ded: 25K BPP + 25K Bldg each Bldg	Deductibles apply per building
PREMIUM					
		2023	2024	2025	
Liability Premium	\$ 27,996.60	\$ 27,006.00	\$ 29,266.00	\$ 35,280.00	
Property Premium	\$ 40,589.13	\$ 24,638.00	\$ 27,506.00	\$ 29,069.00	
SUBTOTAL	\$ 68,585.73	\$ 51,644.00	\$ 56,772.00	\$ 64,349.00	
Directors & Officers and Educator's Legal	\$	4,839.00	\$ 5,613.00	\$ 5,936.00	
Umbrella Premium	- \$	4,520.00	\$ 5,243.00	\$ 6,358.00	
Flood Premium	- \$	687.00	\$ 574.00	\$ 2,401.00	
Floater - Band, Choir, Athletic, Cameras	- \$	511.00	\$ 511.00	\$ 511.00	
GRAND TOTAL	\$ 68,585.73	\$ 62,201.00	\$ 68,713.00	\$ 79,555.00	

This is just a summary of coverage for information purposes.

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SAA Board of Director's Meeting Thursday, July 10, 2025

Action Item: *Re-Approve Electronic Resources Policy*

Issue:

Syracuse Arts Academy needs to re-approve its Electronic Resources Policy once every three years.

Background:

This policy is intended to ensure the safe and responsible use of the School's electronic resources (computers, tablets, network, internet, software, etc.). This policy states that the School will comply with applicable law and they establish rules and regulations that, if followed, will ensure that the School complies with the law and that students and staff use the School's electronic resources properly. This policy must be reviewed and approved regularly to ensure that it continues to meet the School's needs. There are no recommended changes to this policy.

Recommendation:

It is recommended that the Board Re-approve the Electronic Resources Policy.

NOTE: Times on this agenda are estimated as a courtesy only. Actual times may vary.

In compliance with the Americans with Disabilities Act, persons needing accommodations for this meeting should call (801) 444-9378 to make appropriate arrangements.

Syracuse Arts Academy Electronic Resources Policy



PURPOSE

Syracuse Arts Academy (the “School”) recognizes the value of computer and other electronic resources to facilitate student learning and help the School’s employees accomplish the School’s mission. The School has therefore made substantial investments to establish a network and provide various electronic resources for its students’ and employees’ use. Because of the potential harm to students and the School from misuse of these resources, the School requires the safe and responsible use of computers; computer networks, including e-mail and the Internet; and other electronic resources. This policy is intended to ensure such safe and responsible use and to comply with Utah Administrative Rule R277-495, the Children’s Internet Protection Act, and other applicable laws.

Electronic Devices

The School recognizes that various forms of electronic devices are widely used by both students and employees and are important tools in today’s society. The School seeks to ensure that the use of electronic devices, both privately-owned devices and devices owned by the School, does not cause harm or otherwise interfere with the learning, safety, or security of students or employees.

Definitions

“**Electronic Device**” means a device that is used for audio, video, or text communication or any other type of computer or computer-like instrument including: a smart phone, a smart or electronic watch, a tablet, or a virtual reality device.

“**Instructional time**” means the hours during the School day designated by the School for class instruction.

“**Privately-owned electronic device**” means an electronic device that is not owned or issued by the School to a student or employee.

“**School day**” means the hours that make up the School day according to the School’s schedule.

“**School-owned electronic device**” means an electronic device that is owned, provided, issued, or lent by the School to a student or employee.

“**School-sponsored activities**” means field trips, curricular and extracurricular activities, and extended School-sponsored trips or activities, including School-provided transportation to and from such activities.

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Student Use of Electronic Devices

Students may possess privately-owned electronic devices at School under the conditions provided below. Such devices include but are not limited to cell phones, smart watches, headphones, and other wearables that connect to a mobile network or the internet.

- The electronic device must be kept out of sight in a backpack or locker and turned off from the time the student enters the School building until the dismissal bell. Students may use their cell phone after school in the School building to contact parents to arrange pick-up.
- Students may not use their electronic device to respond to other privately-owned electronic devices in the School building and/or at School-sponsored activities unless specific permission is given by a teacher or the Campus Principal.
- Students may not use their electronic device while on the playground, during breakfast or lunch, in the hallways or classrooms, or in any private area of the School like restrooms, locker rooms, etc.
- Use of privately-owned electronic devices on a field trip or during a sporting event or extracurricular activity is up to the School official responsible for students participating in the activity.
- Inappropriate use of electronic devices includes but is not limited to the following:
 - ✓ Electronic devices may not be used to view, access, download, store, or transmit pornography or other obscene or inappropriate material.
 - ✓ Electronic devices may not be used to bully, threaten, humiliate, embarrass, harass, or intimidate other students, teachers, volunteers, School guests, or School employees.
 - ✓ Electronic devices may not be used in ways that violate local, state, or federal laws.
 - ✓ Electronic devices may not be used during quizzes or tests unless specifically authorized by the teacher.
 - ✓ Access to privately-owned electronic devices is prohibited during state end of year testing.
- Electronic toys are not allowed in the School.
- Students violating the rules governing electronic devices may have the following consequences:
 - ✓ Parent contact.
 - ✓ Confiscation of their device.
 - ✓ Parents required to pick up device.
 - ✓ Disciplinary consequences depending on the number of previous infractions.
 - ✓ Law enforcement involvement if violation is potentially illegal.

Exceptions

The Campus Principal may give permission for a student to possess an electronic device for good cause, including medical reasons, if the device does not distract from the instructional or educational process and is not otherwise used inappropriately.

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Parents may request that the Campus Principal allow a student to possess an electronic device on active mode at all times during the School day, with the exception of during tests and standardized assessments, for good cause, including medical needs or unusual family situations.

A student may possess an electronic device on active mode at all times during the regular School day, including during assessments, if such an accommodation is specified in a written Section 504 plan, an Individualized Education Plan, or in connection with other legitimate circumstances determined by the Campus Principal.

As directed by a School employee, electronic devices may be used in the event of an emergency during the limited period of the emergency in order to protect the safety of a student or School employee, visitor or volunteer.

Parents may make other individualized requests for exceptions to this policy to the Campus Principal.

Consequences for Violation

A student will receive one warning prior to discipline for violating this policy unless the violation involves cheating or constitutes a violation of the School's Student Conduct and Discipline Policy or Bullying and Hazing Policy or at the discretion of the Campus Principal. On the second violation of this policy, a privately-owned electronic device will be confiscated, labeled, and held in a secure location. The Campus Principal, teachers, and other individuals designated by the Campus Principal may confiscate privately-owned electronic devices under this policy.

An individual other than a student that finds or confiscates a privately-owned electronic device may search the device for the purpose of determining the device's owner. Students may not search electronic devices. Electronic devices that are used inappropriately may be subject to search by the Campus Principal if there is a reasonable suspicion that the device contains obscene or pornographic material or has been used to cheat or to threaten, embarrass, harass, or intimidate other students, teachers, volunteers, School guests, or School employees.

The School is not responsible for loss, damage or theft of any privately-owned electronic devices. The School will make reasonable efforts to notify parents/guardians that the School has a student's electronic device in its possession. Parents/guardians who show identification may retrieve confiscated electronic devices during School hours or by appointment. The School will retain unretrieved electronic devices until the end of the School year, at which the devices will be disposed of in a manner that ensures that no data stored on the device may be retrieved.

The Campus Principal may impose additional disciplinary consequences for a student's violation of this policy, considering the nature of the violation and other disciplinary actions in which the student has been involved. Such disciplinary actions may include:

- Loss of the privilege to possess or use electronic devices
- Disciplinary letter to the student's parent/guardian that is placed in the student's file
- Detention

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- In-School suspension
- Suspension
- Expulsion
- Loss of the privilege of participating in School-sponsored activities or of receiving honor recognition

The School may contact law enforcement if School employees believe that a student has used an electronic device in connection with a violation of criminal law, and criminal penalties may arise from inappropriate use of electronic devices.

Notice of the Policy

The School will make the Electronic Resources Policy and these procedures accessible on the School's website, including in the same location as the School's Data Governance Plan required in R277-487.

Creative and Innovative Uses for Electronic Devices

Teachers and other School employees are encouraged to use electronic devices creatively in order to effectively communicate with students and parents/guardians and to enhance instruction. Creative uses might include notifying absent students of assignments, communicating with parents when students excel or if they are behind or absent, notifying students and parents of news articles or events that would enhance the learning experience, providing feedback to students on tests and assignments, parents notifying the School when students are absent or tardy.

Other Provisions

Picture taking or sound or video recording by students using privately-owned electronic devices is prohibited in School. Picture taking or sound or video recording by students is prohibited in private areas of the School such as locker rooms, counseling sessions, washrooms, and dressing areas. Violation may subject students to discipline, and any suspected illegal activity may be reported to law enforcement.

Students bring privately-owned electronic devices on School property at their own risk. The School is not responsible for lost, stolen or damaged privately-owned electronic devices.

Students are responsible for their privately-owned electronic devices and may be subject to discipline if their device is misused by another.

Parents, guests and visitors to the School may use privately-owned electronic devices at School and at School-sponsored activities only in accordance with rules established by the Campus Principal. Such individuals who use the School's electronic resources, including the School's equipment, services, or connectivity, whether on or off School property, may not use such resources to access inappropriate material or information.

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Students' privately-owned electronic devices may not be connected to the School's wireless network. School visitors may connect privately-owned devices to the School's guest wireless network.

Internet Safety

It is the School's policy to: (a) prevent user access over its computer network to, or transmission of, inappropriate material via Internet, electronic mail, or other forms of direct electronic communications; (b) prevent unauthorized access and other unlawful online activity; (c) prevent unauthorized online disclosure, use, or dissemination of personal identification information of minors; and (d) comply with the Children's Internet Protection Act (section 254(h) of title 47, United States Code).

Definitions

Key terms are as defined in the Children's Internet Protection Act.

"Technology Protection Measure" means a specific technology that blocks or filters Internet access to visual depictions that are:

- 1- Obscene, as that term is defined in section 1460 of title 18, United States Code.
- 2- Child Pornography, as that term is defined in section 2256 of title 18, United States Code; or
- 3- Harmful to minors.

"Harmful to Minors" means any picture, image, graphic image file, or other visual depiction that:

- 1- Taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion;
- 2- Depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; and
- 3- Taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.

"Sexual Act" and **"Sexual Contact"** have the meanings given such terms in section 2246 of title 18, United States Code.

Access to Inappropriate Material

To the extent practical, the School will employ technology protection measures (or "Internet filters") to block or filter Internet access to—or other forms of electronic communications containing—inappropriate information over the School's network or by School-owned electronic devices.

Specifically, as required by the Children's Internet Protection Act, blocking shall be applied to visual depictions of material deemed obscene or child pornography, or to any material deemed harmful to minors.

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Subject to staff supervision, technology protection measures may be disabled or, in the case of minors, minimized only for bona fide research or other lawful purposes. Procedures for disabling or otherwise modifying any technology protection measures shall be the responsibility of the Campus Principal or designated representatives.

Inappropriate Network Usage

To the extent practical, steps shall be taken to promote the safety and security of users of the School online computer network when using electronic mail, chat rooms, instant messaging, social media, and other forms of direct electronic communications.

Specifically, as required by the Children's Internet Protection Act, prevention of inappropriate network usage includes: (a) unauthorized access, including so-called "hacking" and other unlawful activities and (b) unauthorized disclosure, use, and dissemination of personal identification information regarding minors.

Education, Supervision and Monitoring

It shall be the responsibility of all School employees to educate, supervise and monitor appropriate usage of the School's online computer network and access to the Internet in accordance with this policy, the Children's Internet Protection Act, the Neighborhood Children's Internet Protection Act, and the Protecting Children in the 21st Century Act. This includes educating students about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms, as well as cyberbullying awareness and response. The School will also provide information regarding these matters to parents/guardians.

Student Acceptable Use of School Electronic Resources

The School makes various electronic resources available to students. These resources include computers and other electronic devices and related software and hardware as well as the School's network and access to the Internet. The School's goal in providing such electronic resources to students is to enhance the educational experience and promote the accomplishment of the School's mission.

Electronic resources can provide access to a multitude of information and allow communication with people all over the world. Along with this access comes the availability of materials that may be considered inappropriate, unacceptable, of no educational value, or even illegal. The School has initiated safeguards to restrict access to inappropriate materials, and use of the Internet and other electronic resources is monitored as well.

In order to use the School's electronic resources, students must be willing to abide by the rules of acceptable use. Use of the School's electronic resources is a privilege, and students have no expectation of privacy in connection with their use of the School's electronic resources.

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Students who abuse this privilege by actions such as damaging the School's electronic resources; violating copyrights; bullying, hazing, intimidation, humiliation, harassment and threats; accessing pornography or other obscene or inappropriate material; inappropriate language; gambling; unauthorized games; hacking; invasion of the reasonable expectations of privacy of students or employees; or other unauthorized or inappropriate use, will be subject to discipline. Violation of policies and rules regarding use of the School's electronic resources may also result in confiscation of School-issued devices and denial of access to the School's electronic resources. This may result in missed assignments, inability to participate in required assignments and assessments, and possible loss of credit or academic grade consequences.

The School may contact law enforcement if School employees believe that a student has used School electronic resources in connection with a violation of criminal law, and criminal penalties may arise from inappropriate use of electronic resources. This applies to use of the School's electronic resources at any time and place, whether on or off School grounds.

Students are personally responsible for School electronic resources provided to them and the students and their parents/guardians may be held responsible for loss or damage to such electronic resources.

Parents play an important role in helping students understand what does and does not constitute acceptable use.

The Campus Principal shall ensure that additional rules and procedures regarding students' use of the School's electronic resources are established and clearly communicated to students and their parents/guardians. The Campus Principal shall ensure that students receive appropriate training regarding these rules and procedures.

Staff Acceptable Use of School Electronic Resources

Improper use of the School's electronic resources by employees has the potential to negatively impact students, damage the School's image, and impair the School's electronic resources. Therefore, this policy is intended to govern employees' and volunteers' use of the School's electronic resources, and employees must agree to these terms as a condition of employment.

At-Will Employment

Nothing in this policy is intended to create additional rights for any employee or to otherwise alter or amend the at-will nature of the employment relationship between the School and any employee.

The School's Rights

It is the School's policy to maintain an environment that promotes safe, ethical and responsible conduct in all activities involving the use of the School's electronic resources. The School recognizes its legal and moral obligation to protect the well-being of students and to preserve the

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integrity of its electronic resources. The School's rights in connection with its electronic resources include but are not limited to the following:

1. All data, files, programs, and materials downloaded with or used, sent, received, or stored upon the School's electronic resources are the School's property, and the School may deal with such items as it deems appropriate.
2. The School's Lead Director may log network use and monitor server space utilization by users and assumes no responsibility or liability for files deleted due to violation of server space allotments.
3. The School's Lead Director may remove a user account on the network with or without notice.
4. The School's Lead Director may monitor all user activities on the School's electronic resources, including but not limited to real-time monitoring of network activity and/or maintaining a log of Internet activity for later review.
5. The School's Lead Director may provide internal and external controls of network usage as appropriate and feasible, including but not limited to restricting online destinations through software or other means.
6. The School's Lead Director may limit or restrict, with or without notice, access to the School's electronic resources for those who do not abide by this policy or other direction governing the use of the School's electronic resources.
7. The School's Lead Director may determine, in its sole discretion, what materials, files, information, software, communications, and other content or activity are permitted or prohibited.
8. The School's Lead Director may delete or remove, with or without notice, any files, programs, data or other materials from any of the School's electronic resources.
9. The School's Lead Director may provide additional policies or guidelines regarding acceptable use of electronic resources.

Employees' Responsibilities Regarding Students' Use of Electronic Resources

Employees who supervise students, control electronic resources, or otherwise have the ability to observe student use of School electronic resources are responsible for educating students on appropriate use of the School's electronic resources. Such employees shall make reasonable efforts to monitor such use to ensure that it is consistent with applicable rules. Employees should make reasonable efforts to become familiar with the Internet and the use of the School's electronic resources to help ensure effective monitoring, instruction, and assistance.

User Responsibilities

Use of the School's electronic resources is a privilege intended to help employees fulfill their responsibilities and promote the School's mission. In order to maintain this privilege, users must agree to comply with this policy. Users who are aware of any violation of this policy by any employee must report the violation to the Campus Principal. Employees are responsible for any School electronic resources issued to them at all times and may be held responsible for any inappropriate use, regardless of the user.

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Employees may use privately-owned electronic devices at School or at School-sponsored activities in accordance with rules and procedures established by the Campus Principal. Employees may not use privately-owned electronic devices at School or at School-sponsored activities to access inappropriate matter.

Violation of this policy is grounds for discipline, up to and including termination. The School may also notify law enforcement as appropriate, and such actions may subject an employee to criminal penalties.

Acceptable Use

Standards for acceptable use of the School's electronic resources include but are not limited to the following:

1. All use of the School's electronic resources, including but not limited to use of computers and other electronic devices, use of e-mail, and network and Internet access must be consistent with the School's mission.
2. Network accounts are to be used only by the authorized user of the account for the authorized purpose.
3. Users must take reasonable steps to protect the privacy of students, School employees and other members of the School community and must strictly maintain the confidentiality of information regarding such individuals.
4. Use of the School's electronic resources, whether inside or outside the School, must comply with the School's employee handbook, as established from time to time.
5. Employees must comply with applicable copyright laws, ethical rules, and other applicable laws and regulations.
6. Users must exercise appropriate professional judgment and common sense when transporting files to and from school, keeping in mind copyright and other legal issues, as well as ensuring that the non-School to or from which files are being transferred are employing appropriate virus-control technologies.
7. Users must exhibit professionally appropriate behavior when using the School's electronic resources in order to professionally represent and preserve the image the School.
8. Users must take reasonable precautions to protect the School's electronic resources in order to reduce repair costs, maintain the integrity of the network, and protect the School's assets. Employees who damage School electronic resources may be financially responsible for the cost of repair or replacement.
9. From time to time, the School will make determinations on whether specific uses of the School's electronic resources are consistent with the intent of this policy.

Unacceptable Use

The following uses of the School's electronic resources are prohibited:

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1. Excessive use of the School's electronic resources for personal matters. "Excessive use" includes but is not limited to use of electronic resources in a manner that interferes with an employee's performance of work-related responsibilities or with the functioning of the School's electronic resources.
2. Use of the School's electronic resources in connection with social networking sites for non-academic purposes is prohibited.
3. Use of the School's electronic resources for commercial or for-profit purposes.
4. Use of the School's electronic resources for product advertisement or political lobbying.
5. Personal electronic devices may only be connected to the School's network with appropriate authorization.
6. Intentionally seeking information on, obtaining copies of, or modifying files, other data, or passwords belonging to other users, or impersonating or misrepresenting other users of the School's network.
7. Unauthorized use or disclosure of personal student information in violation of R277-487 and the Family Educational Rights and Privacy Act, 34 CFR, Part 99.
8. Use of the School's electronic resources in a manner that disrupts the use of the network by others.
9. Destroying, modifying, or abusing the School's electronic resources in any way.
10. Use of the School's electronic resources in a manner that threatens or impairs the integrity or security of the network.
11. Use of the School's electronic resources for hate mail, chain letters, harassment, discriminatory remarks, and other antisocial behaviors.
12. Downloading or installation of any software, including shareware and freeware, for use on the School's electronic resources without the approval of the Campus Principal or designee.
13. Use of any software on the School's electronic resources in violation of the applicable license or use agreement.
14. Use of the School's electronic resources to access, process, store, send or receive pornographic, sexually explicit or otherwise inappropriate material (as determined by the Campus Principal).
15. Use of the School's electronic resources for downloading entertainment software, files or other material not related to the mission of the School. This prohibition pertains to freeware, shareware, copyrighted commercial and non-commercial software, and all other forms of software and files not directly related to the instructional and administrative purposes of the School.
16. Downloading, copying, otherwise duplicating, and/or distributing copyrighted materials without the specific written permission of the copyright owner, except that duplication and/or distribution of materials for educational purposes is permitted when such duplication and/or distribution would fall within the Fair Use Doctrine of federal copyright law.
17. Use of the School's electronic resources for any unlawful purpose.
18. Use of the School's electronic resources to intentionally access, process, store, send or receive materials containing profanity, obscenity, racist terms, or other harassing, abusive, intimidating, threatening, discriminatory or otherwise offensive language or images.
19. Use of the School's electronic resources for playing games unless it is for instructional purposes or otherwise approved by the Campus Principal or designee.

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20. Participating in activities, including but not limited to the preparation or dissemination of content, which could damage the School's professional image, reputation and/or financial stability.
21. Permitting or granting access to the School's electronic resources, including but not limited to granting use of an e-mail or network account or password, to another individual, including but not limited to someone whose access has been denied or terminated.
22. Portable data storage devices may only be used to backup or transport files and data between computers and use of such devices for the operation of unauthorized portable applications is prohibited.
23. Establishing connections to live communications, including text, voice, or video, may only be done in a manner approved by the Campus Principal or designee.
24. Malicious use of the School's electronic resources to develop programs that harass other users or infiltrate a computer or computing system and/or damage the software components of a computer or computing system.

Disclaimer

1. The School cannot be held responsible for information that is retrieved via the network.
2. Pursuant to the Electronic Communications Privacy Act of 1986 (18 U.S.C. § 2510, et seq.), notice is hereby given that there are no facilities provided by the School's system for sending or receiving private or confidential electronic communications. System administrators have access to all mail and will monitor messages. Messages relating to or in support of illegal activities will be reported to the appropriate authorities.
3. The School is not responsible for any damage users may suffer, including loss of data resulting from delays, non-deliveries, or service interruptions caused by the School's negligence or your errors or omissions.
4. Use of any information obtained is at the user's own risk.
5. The School makes no warranties (expressed or implied) with respect to:
 - The content of any advice or information received by a user, or any costs or charges incurred as a result of seeing or accepting any information;
 - Any costs, liability, or damages caused by the way the user chooses to use his or her access to the network.
6. The School reserves the right to change its policies and rules at any time.

Privacy

Use of and access to the School's electronic resources is provided to employees as a tool for the School's business. The School reserves the right to monitor, inspect, copy, review, store or remove, at any time, without prior notice, any and all usage of the School's electronic resources such as the network and the Internet, including but not limited to e-mail, as well as any and all materials, files, information, software, electronic communications, and other content transmitted, received or stored in connection with this usage. All such information, content, and files are the property of the School. Employees should have no expectation of privacy regarding them. Network administrators may review files and intercept communications for any reason, including

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but not limited to maintaining system integrity and ensuring employees are using the system consistently with this policy.

Training

The School will provide, within the first 45 days of each school year, a school-wide or in-classroom training to employees and students that covers:

- The contents of these procedures;
- The importance of digital citizenship;
- The School's conduct and discipline related consequences as related to a violation of these rules;
- The School's general conduct and discipline policies;
- The benefits of connecting to the Internet and utilizing the School's Internet filters while on School property; and
- Any specific rules governing the permissible and restricted uses of privately-owned electronic devices while in a classroom.

Each educator who allows the use of a privately-owned electronic device in the classroom must clearly communicate to parents and students the conditions under which the use of such a device is allowed.

The School will provide an annual notice to all parents of the location of information for in-home network filtering options (<https://consumerprotection.utah.gov/edu/filtering.html>) as provided for in Utah Code 76-10-1231.

Policy Review

This policy will be reviewed and approved regularly to ensure that it continues to meet the School's needs.

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Syracuse Arts Academy
Staff Acceptable Use of School Electronic Resources
Acknowledgement of Receipt and Understanding

I hereby certify that I have read and fully understand the contents of the School's policies regarding use of the School's electronic resources. Furthermore, I have been given the opportunity to discuss any information contained therein or any concerns that I may have. I understand that my employment and continued employment is based in part upon my willingness to abide by and the School's policies, rules, regulations and procedures. I acknowledge that the School reserves the right to modify or amend its policies at any time, without prior notice. I acknowledge that these policies do not create any promises or contractual obligations between the School and its employees and that my employment with the School continues to be at will. My signature below certifies my knowledge, acceptance and adherence to the School's policies, rules, regulations and procedures regarding the use of its electronic resources. I acknowledge that violation of any of these policies may be grounds for discipline, up to and including termination.

Employee Signature

Employee Name

Date

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SAA Board of Director's Meeting Thursday, July 10, 2025

Action Item: *Amend Board Member Performance Expectations*

Issue:

Syracuse Arts Academy needs to amend its Board Member Performance Expectations.

Background:

The expectations were updated by eliminating the directive to inform nominating candidates, and by introducing a new requirement for board members to demonstrate a clear understanding of their responsibilities.

Recommendation:

It is recommended that the Board approve the Amended Board Member Performance Expectations.

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Syracuse Arts Academy

Board Member Performance Expectations



Board Mission Statement

As Board members, we agree and uphold the following statements as our Mission.

- ★ We will govern, not manage the school director or employees.
- ★ We will make arts integration a key element of our school.
- ★ We will maintain a stable and workable financial budget.
- ★ We will speak as one voice.

General Responsibilities:

Each Board member is responsible for actively participating in the work of the SAA Board and the success of the school. Each board member is expected to affirm and strive to fulfill the performance expectations outlined below. ~~These expectations are to be clearly articulated prior to nominating any candidate as a board member. The SAA Board will nominate the candidate only after s/he has agreed to fulfill these expectations.~~

These include but are not limited to the following list.

SAA Board Member Responsibilities:

1. Believe in and be an active advocate and ambassador for the values, mission, charter, and vision of Syracuse Arts Academy.
2. Work with fellow board members to fulfill all the obligations of board membership.
3. Behave in ways that clearly contribute to the effective operations of the Board:
 - Focus on the good of the organization and group, not on a personal agenda.
 - Support board decisions once they are made.
 - Treat other members of the board and staff with respect.
 - Participate in an honest appraisal of one's own performance and that of the board.
 - Participate in an honest appraisal of the performance of the Board as a whole.
 - Participate in board meetings.
 - Learn and understand the Board of Directors role with the school.
 - Understand that we govern the schools, but do not manage any employees (except the Lead Director), do not gather information from employees, do not go into a school without the Lead Director during the school/faculty hours, and do not get involved in any rumors or gossip from school's employees, parents, etc.
4. Regularly attend all board meetings and committee meetings when required.
5. Prepare for these meetings by reviewing materials and bringing the materials to meetings. If unable to attend, notify the board or committee chair.
6. Be prepared to contribute the appropriate amount of time toward board service. This may be approximately 6-10 hours per month which may include:
 - Attending all scheduled board meeting ~~(1-2 hours)~~

- Participating on a board committee ~~(1-2 hours)~~ if required
 - Reading materials, preparing for meetings ~~(1 hour)~~
 - Attending events at the school ~~(1-2 hours)~~
7. All board members must keep informed about the school and its issues by reviewing materials, participating in discussions, and asking strategic questions.
 8. All board members will refer any complaints or concerns to the Board Chair. All complaints or concerns from parents, employees, or students will need to be in a formal letter to the Board Chair and only will be accepted after that person tries to resolve it with the Lead Director. The Board Chair will investigate by talking to administrators, etc. and will answer the concern in a formal letter to the concerned party. The Chair will share the concern with the board if needed.
 9. Use personal and professional contacts and expertise for the benefit of Syracuse Arts Academy.
 10. Each board member will be issued a ~~Laptop~~laptop or tablet. This device is property of the school. When a board member retires, the board member may choose to keep their laptop or tablet issued to them at the end of their term as long as all school licensed software is removed. In addition, all access to school owned data will be removed from the device.
 11. All board members must avoid inappropriate use of school issued laptops or tablets. Inappropriate activities include but are not limited to: viewing any and all pornographic websites, sending sexually explicit pictures to any recipient (wanted or unwanted), or violating either the Children's Internet Protection Act, or Utah HB 213.
 12. All board members will comply with the Syracuse Arts Academy Electronic Resources Policy and sign the Receipt of Understanding.
 13. Avoid any and all conflicts of Interest. Immediately inform the SAA Board of any potential conflicts of interest, whether real or perceived, and abide by the decision of the board related to the situation.
 14. Avoid any illegal activities. If the board member is the subject of a criminal investigation, s/he must immediately inform the SAA Board and abide by the decision of the board related to the situation.
 15. Avoid any unethical activities.

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SAA Board of Director's Meeting Thursday, July 10, 2025

Action Item: *Amend Parent Grievance Policy*

Issue:

Syracuse Arts Academy needs to amend its Parent Grievance Policy.

Background:

The Parent Grievance Policy was revised to ensure consistency with the Staff Grievance Policy, improve clarity, and use precise, correct terminology throughout.

Recommendation:

It is recommended that the Board approve the Amended Parent Grievance Policy.

NOTE: Times on this agenda are estimated as a courtesy only. Actual times may vary.

In compliance with the Americans with Disabilities Act, persons needing accommodations for this meeting should call (801) 444-9378 to make appropriate arrangements.

Syracuse Arts Academy Parent Grievance Policy



The purpose of this policy is to clarify for parents a process by which concerns can be addressed. The Board encourages active parent participation in their child(ren)'s education, and hopes that parents will feel empowered to voice their opinions, volunteer in and out of the classroom for Syracuse Arts Academy (SAA), and work as a team to provide the best education for their child(ren).

If you have a concern with teacher or any staff member of SAA, the following steps shall be followed:

1. Items involving teachers, staff members or administration must first be addressed with the individual(s) directly involved.
2. If you feel the issue is not adequately addressed or resolved at this level, you may address your concern with the Campus Principal.
 - a. That Campus Principal is considered a neutral mediator and is responsible to meet with all involved parties including the teacher or staff member involved.
 - b. After meeting with all parties, the Campus Principal will report and discuss conclusions with parent.
 - c. If the issue is not resolved with the process above, the parent can make an appointment with the Lead Director to resolve this issue.
3. If the issue remains unresolved, or the specific issue concerns the administration, a *written complaint must be filed with the Board of Directors by sending an email to the Board ~~President~~Chair.
 - a. All board members are considered a neutral mediator and are responsible to meet with ~~all~~involved parties including the teacher, staff member, or administrator involved if necessary. This issue will be assigned to the Board Chair or another member.
 - b. After meeting with ~~all~~involved parties, the ~~b~~Board Chair/mMember will make ~~may facilitate a group meeting with all involved parties, where~~ a decision based on findings will be made. Under some conditions, If necessary, the board member may consult with other members of the board or and where necessary a decision ~~will~~can be suspended until the entire board can meet to make a decision.
 - c. The Board Chair/Member will send an email to the parent as to his/her findings.
 - e. ~~All issues that have come up during the time since the last board meeting will be reviewed by the assigned board member for the benefit of the entire Board of Directors.~~

4. Written summaries, prepared by the assigned mediator (board member or administrator) as well as all supporting communications or documentation will be retained by the board as record of grievance activities and audit purposes. These summaries will include the initial complaint, the name of the person initiating the complaint, the SAA employee or board member involved, the name of the mediator, record of all meetings held as well as the resolution or action taken. All records will be retained for three (3) years.
5. SAA, its Board of Directors, administrators and staff have adopted a no tolerance bullying policy for the students of the school. In a similar fashion, retribution of any kind towards anyone utilizing this process to express their concerns, will be considered bullying and will not be tolerated. Any employee of SAA determined to be acting thusly may be subject to immediate disciplinary action.

If you have a concern with a policy, procedure or practice at the school, the following options are available to you:

1. School Administration is the first and best contact to discuss policy, procedure, or practice.
 - a. If the concern is directly related to school administrative practices or procedures, you may address your concern directly with the Campus ~~Director~~Principal by sending a written notice.
 - b. If your concern is directed to POEC, you may attend the regular POEC Parent Meetings (Please see the school website www.SAACharter.org for dates and times) and express yourself during the parent comment portion or contact the POEC President at least three (3) working days in advance and request to be placed on the Agenda.
 - c. If your concern deals with school policy, you may address the board in a formal Board of Directors meeting during the “public comment” portion. You may also request to be added to the meeting agenda by contacting the Board ~~President~~Chair at Board@SAACharter.org -three (3) working days prior to the scheduled meeting date (dates and times of board meetings are posted on the school’s website) at www.SAACharter.org.

If you feel you or your child has been treated unfairly, discriminated against, or treated in a manner that is in violation of state or federal law:

1. You may file a *written complaint with the Campus Principal, and if you wish, make an appointment to discuss the issue.
2. If the issue is not resolved with the Campus Principal, you may file a *written complaint with the Lead Director, and if you wish, make an appointment to discuss the issue.

** Written complaints shall specify the individual(s) involved, details of the incident(s) spurring the complaint, including dates and approximate times, and details of an attempt to rectify the situation.*

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SAA Board of Director's Meeting Thursday, July 10, 2025

Action Item: *Amend Staff Grievance Policy*

Issue:

Syracuse Arts Academy needs to amend its Staff Grievance Policy.

Background:

The Staff Grievance Policy was revised to ensure consistency with the Parent Grievance Policy, improve clarity, remove redundancy, and use precise, correct terminology throughout.

Recommendation:

It is recommended that the Board approve the Amended Staff Grievance Policy.

NOTE: Times on this agenda are estimated as a courtesy only. Actual times may vary.

In compliance with the Americans with Disabilities Act, persons needing accommodations for this meeting should call (801) 444-9378 to make appropriate arrangements.

Syracuse Arts Academy Staff Grievance Policy



The purpose of this policy is to ensure staff members understand how to pursue a grievance at Syracuse Arts Academy (SAA). The following policy applies to the redress of grievances concerning the personnel of Syracuse Arts Academy.

If you have a concern with teacher or any staff member of SAA, the following steps shall be followed:

1. Items involving teachers, staff members or administration must first be addressed with the individual(s) directly involved.
2. If you feel the issue is not adequately addressed or resolved at this level, you may address your concern with the Campus Principal who is the direct supervisor of the SAA employee involved.
 - a. That Campus Principal is considered a neutral mediator and is responsible to meet with all involved parties including the teacher or staff member involved.
 - b. After meeting with all parties, the Campus Principal will report and discuss conclusions with staff member.
 - c. If the issue is not resolved with the process above, the staff member can make an appointment with the Lead Director.
3. If the issue remains unresolved, or the specific issue concerns the school administration, a *written complaint must be filed with the Lead Director.
 - a. The Lead Director is considered a neutral mediator and is responsible to meet with all involved parties including the teacher, staff member or Campus Principal involved.
 - b. After meeting with all parties, the Lead Director will report and discuss conclusion with staff member.
- ~~3.~~4. If the specific issue remains unresolved or concerns the Lead Director, a *written complaint must be filed with the Board of Directors by sending an email to the Board ~~President~~Chair.
 - a. All board members are considered a neutral mediator and are responsible to meet with all involved parties including the teacher, staff member, or administrator(s) involved. This issue will be assigned to the Board Chair or another member.
 - ~~b.~~ After meeting with all parties the ~~b~~Board Chair/mMember will make ~~may facilitate~~ a group meeting with all involved parties, where a decision based on the

findings will be made. Under some conditions, If necessary, the board member may consult with other members of the Board or and where necessary a decision will can be suspended until the entire Board can meet to make a decision.

b. The Board Chair/Member will send an email to the staff member as to his/her findings.

~~e. All issues that have come up during the time since the last Board meeting will be reviewed by the assigned board member for the benefit of the entire Board of Directors.~~

~~4.~~5. Written summaries, prepared by the assigned mediator (board member, Lead Director or Campus Principal) as well as all supporting communications or documentation will be retained by the Board as record of grievance activities and audit purposes. These summaries will include the initial complaint, the name of the person initiating the complaint, the SAA employee or board member involved, the name of the mediator, record of all meetings held as well as the resolution or action taken. All records will be retained for three (3) years.

SAA, its Board of Directors, administrators and staff have adopted a no tolerance bullying policy for the students of the school. In a similar fashion, retribution of any kind towards anyone utilizing this process to express their concerns, will be considered bullying and will not be tolerated. Any employee of SAA determined to be acting thusly may be subject to immediate disciplinary action.



SAA Board of Director's Meeting Thursday, July 10, 2025

Action Item: *SHiNE Policy*

Issue:

Adopting a policy related to the new Salary Supplement for Highly Needed Educators Program.

Background:

SB 173 from the 2024 legislative session repealed the Teacher Salary Supplement Program (TSSP) as of the end of June 30, 2025, and replaced it with the Salary Supplement for Highly Needed Educators (SHiNE) Program, which goes into effect July 1, 2025. Like the TSSP, the SHiNE Program provides LEAs with additional funding to pay teachers who are highly needed in schools. However, whereas the TSSP designated the teaching assignments that are eligible for the extra funding, SHiNE allows/requires LEAs to choose on their own which teaching assignments they consider to be hard to fill or retain (or are "highly needed") in their schools. The SHiNE Program requires LEAs to adopt a new policy that, among other things, identifies their high needs areas, establishes the amount of the salary supplement each eligible teacher will receive, sets forth the appeals process for teachers who feel they should have received the salary supplement, and outlines the process the LEA goes through to determine if a teacher is eligible for SHiNE Program funding. The new Salary Supplement for Highly Needed Educators Program Policy is intended to satisfy these new policy requirements. The policy gives the administration the ability to establish the salary supplement amount eligible teachers will receive each year, which amount must be commensurate with the total SHiNE Program funds allocated to and received by the LEA for the year.

Recommendation:

It is recommended that the Board approve the Salary Supplement for Highly Needed Educators Program Policy.

NOTE: Times on this agenda are estimated as a courtesy only. Actual times may vary.

In compliance with the Americans with Disabilities Act, persons needing accommodations for this meeting should call (801) 444-9378 to make appropriate arrangements.

Syracuse Arts Academy Salary Supplement for Highly Needed Educators Program Policy



PURPOSE

The purpose of this policy is to describe how Syracuse Arts Academy (the “School”) administers the Salary Supplement for Highly Needed Educators (“SHiNE”) Program. This policy is meant to comply with the requirements of Utah Code § 53F-2-504.

Definitions

“Eligible teacher” means a teacher who:

- (a) has a qualifying assignment;
- (b) qualifies for the teacher’s assignment in accordance with an LEA’s policy; and
- (c) is a new employee or has not received an unsatisfactory rating on the teacher’s three most recent evaluations.

“Qualifying assignment” means a teacher who is assigned to a high-needs area.

“High-needs area” means at least two and up to five teaching assignments that an LEA designates in a policy as challenging to fill or retain.

POLICY

High-Needs Areas

The following teaching assignments are designated as high-needs areas at the School:

- (a) Special Education (K-9);
- (b) Secondary Science (7-9); and
- (c) Secondary Math (7-9).

Process for Determining if a Teacher is an Eligible Teacher

The School’s Lead Director or his/her designee shall perform due diligence in determining whether a teacher meets the definition of eligible teacher as set forth in this policy. Due diligence includes, at a minimum, verifying that a teacher:

- (a) is assigned to teach in one of the high-needs areas listed above;
- (b) is qualified to teach in the high-needs area (qualification factors to consider include, but are not limited to, licensure, training, education, experience, and skills); and
- (c) is a new employee of the School or is not a new employee of the School but has not received an unsatisfactory rating on the teacher’s three most recent evaluations from the School.

NOTE: Times on this agenda are estimated as a courtesy only. Actual times may vary.

On an annual basis, the School's Lead Director or his/her designee shall create a list of all teachers who have been determined to meet the definition of eligible teacher under this policy.

Process for Certifying a List of Eligible Teachers to be Awarded a Salary Supplement

On an annual basis, the School's Lead Director or his/her designee shall review the list of all teachers who have been determined to meet the definition of eligible teacher under this policy and shall make any changes to the list he/she feels is necessary. The list is considered certified by the School's Lead Director or his/her designee when he/she sends, or causes to be sent, the list to payroll for processing of the salary supplement payment under the SHiNE Program.

Salary Supplement Amount

All teachers at the School determined to be eligible teachers under this policy (i.e., all teachers on the certified list described above) shall receive a salary supplement under the SHiNE Program in an amount commensurate with the funds allocated to and received by the School under the SHiNE Program. Eligible teachers who are assigned 1.0 FTE in a high needs area shall receive a full salary supplement as determined by the Lead Director. Eligible teachers who are assigned less than 1.0 FTE in a high needs area shall receive a prorated salary supplement based on the percentage of their FTE in the high needs area.

The School may increase the amount of funds the School provides to eligible teachers if the School:

- (a) first ensures proper distribution of funds the School receives under the SHiNE Program to the School's eligible teachers; and
- (b) experiences a carry forward or leftover balance.

Appeals

If the School's Lead Director or his/her designee determines that a teacher does not meet the definition of eligible teacher and therefore does not qualify for a salary supplement under the SHiNE Program, the teacher may appeal that decision in writing to the School's Board of Directors (the "Board") if the teacher:

- (a) believes he/she does meet the definition of eligible teacher under this policy; or
- (b) has a teaching assignment at the School that is substantially equivalent to a high-needs area and otherwise meets the definition of eligible teacher under this policy.

When submitting an appeal, a teacher is required, at minimum, to provide transcripts and other documentation to the Board in order for the Board to determine if the teacher is an eligible teacher with a qualifying teaching background.

The Board shall make a decision on the appeal within thirty (30) school days.

NOTE: Times on this agenda are estimated as a courtesy only. Actual times may vary.

In compliance with the Americans with Disabilities Act, persons needing accommodations for this meeting should call (801) 444-9378 to make appropriate arrangements.

Administrative Procedures

Each school year the Lead Director shall establish, through administrative procedures, the salary supplement amount that each eligible teacher will receive for that school year and when the salary supplement will be paid. Salary supplement amounts for eligible teachers may differ. For example, the salary supplement amount for returning eligible teachers may be higher than the salary supplement amount for new eligible teachers.

Updating Policy

The School shall update this policy annually and provide notice of any changes to the policy to teachers within the School.

NOTE: Times on this agenda are estimated as a courtesy only. Actual times may vary.

In compliance with the Americans with Disabilities Act, persons needing accommodations for this meeting should call (801) 444-9378 to make appropriate arrangements.

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SAA Board of Director's Meeting Thursday, July 10, 2025

Action Item: *Emergency Communication System Purchase*

Issue:

In accordance with the School's purchasing policy, all invoices that exceed \$25,000 must be approved by the Syracuse Academy Board of Directors. This includes all purchases from a single vendor in a 30-day period.

Background:

Upon inspection, the Syracuse Fire Marshal advised OneWest that an emergency communication system is required by state regulations to obtain a Certificate of Occupancy. This requirement was not included in OneWest's original bid, and the installation cost exceeds \$70,000. Subsequently, Mary and Sheldon agreed to share the expense. OneWest invoiced SAA, incorporating SAA's share of the cost. As a result, SAA's portion amounts to \$36,369.58.

Recommendation:

It is recommended that the Board approve the Emergency Communication System purchase in the amount of \$36,369.58.

NOTE: Times on this agenda are estimated as a courtesy only. Actual times may vary.

In compliance with the Americans with Disabilities Act, persons needing accommodations for this meeting should call (801) 444-9378 to make appropriate arrangements.

Syracuse Arts Academy - South Campus (SAS25)**Kellie Mudrow**Syracuse Arts Academy South Campus
2211 W 3060 S
Syracuse UT**Change Order Request****COR #4****Date**
6.27.2025**Related Information****Description of Issue or Concern****Syracuse City Fire Marshal Requested Additions****Cost & Schedule Impacts**

Description	Time	One West Construction	Syracuse Arts Academy	Cost
General Conditions			\$ -	\$ -
Conduit for SOS Gate		\$ 5,086.00		
Trenching for SOS Gate		\$ 7,260.00		
SOS Gate		\$ 12,100.00		
Core Drill for SOS Gate		\$ 950.00		
SOS Gate Programming		\$ 2,695.00		
Added Grading Offsite		\$ 2,450.00		
ERCES System Test		\$ 3,455.00		
ERCES BDS System		\$ 36,369.58	\$ 36,369.58	\$ 36,369.58
			\$ -	\$ -
			\$ -	\$ -
			\$ -	\$ -
			\$ -	\$ -
			\$ -	\$ -
			\$ -	\$ -
			\$ -	\$ -
			\$ -	\$ -
			\$ -	\$ -
Sub Total			\$ -	\$ 36,369.58

Builder Fee	NO FEE	\$ -
Total		\$ 36,369.58

This represents changes associated with the project. Should you have additional questions or require further clarification please let me know.

Sincerely,
Tanner Spencer
Project Manager

Accepted by:

Print Name and Title

Signature

NOTE: Times on this agenda are estimated as a courtesy only. Actual times may vary.

In compliance with the Americans with Disabilities Act, persons needing accommodations for this meeting should call (801) 444-9378 to make appropriate arrangements.



SAA Board of Director's Meeting Thursday, July 10, 2025

Action Item: *Technology Purchase*

Issue:

In accordance with the School's purchasing policy, all invoices that exceed \$25,000 must be approved by the Syracuse Academy Board of Directors. This includes all purchases from a single vendor in a 30-day period.

Background:

On December 12, 2024, the Board awarded ETS the E-Rate contract for the South Campus in an amount not to exceed \$180,000. We now seek approval to purchase the E-Rate-eligible network and infrastructure for the South Campus. Once the technology is paid, the School will be eligible to request reimbursement of up to 50% from the E-Rate program.

As a last minute add to the tech purchase, we discovered that the iPad cart that we originally purchased for the South Campus was insufficient and will not work. We need to purchase a new iPad cart but is more expensive and required board approval. The total cost for the iPad cart is \$27,698. Both purchases are from ETS and the total cost is \$201,104.

Recommendation:

It is recommended that the Board approve the Technology purchase not to exceed \$205,000.

NOTE: Times on this agenda are estimated as a courtesy only. Actual times may vary.

In compliance with the Americans with Disabilities Act, persons needing accommodations for this meeting should call (801) 444-9378 to make appropriate arrangements.

ISSUED TO

Syracuse Arts Academy
 2893 W 1700 S
 Syracuse UT 84075

DATE

9/9/2024

PROJECT DESCRIPTION

ERATE Eligible Network & Infrastructure - South

EXPIRATION DATE

10/9/2024

PROJECT MANAGER

Homer, Jordan R
 jordan.homer@etscorp.com

DESCRIPTION	QTY	UNIT PRICE	EXT PRICE
Data Cabling E-rate eligible - (564 cable drops) Category 6 CMP UTP cable	99000	0.32	31,680.00
Copper Patch Cabling Copper patch cabling to support network design	564	2.30	1,297.20
Data Cabling E-rate eligible - (Qty. 564) Category 6 HD Jacks	564	8.00	4,512.00
Data Cabling E-rate eligible - (Qty. 144) Faceplates	144	3.00	432.00
Data Cabling E-rate eligible - (Qty. 12) Category 6 Modular patch panel	12	275.00	3,300.00
Data Cabling E-rate eligible - (Qty. 4) Vertical Management	4	350.00	1,400.00
Data Cabling E-rate eligible - (Qty. 1) Cable Managment supplies	1	1,000.00	1,000.00
Firewall with Software support including 3 Years Operating License Sophos Firewall - Base License (XV6C8Z00ZZPCAA)	1	9,550.00	9,550.00
Firewall with Software support including 3 Years Operating License Sophos Firewall Enhanced Support SE6C8Z36ZZNEAA	1	1,152.00	1,152.00
Firewall with Software support including 3 Years Operating License Network Protection NS6C8Z36ZZNEAA	1	6,454.80	6,454.80
Network Rack 42U 4 Post Network Rack	2	1,173.99	2,347.98
Switches Unifi Switch Pro 48 PoE	12	1,250.00	15,000.00

ISSUED TO

Syracuse Arts Academy
2893 W 1700 S
Syracuse UT 84075

DATE

9/9/2024

PROJECT DESCRIPTION

ERATE Eligible Network & Infrastructure - South

EXPIRATION DATE

10/9/2024

PROJECT MANAGER

Homer, Jordan R
jordan.homer@etscorp.com

DESCRIPTION	QTY	UNIT PRICE	EXT PRICE
SFP Fiber SFP and Fiber Cabling	30	37.66	1,129.80
Router Dell Networking N4064F Router	1	1,950.00	1,950.00
UPS with Battery Pack Enterprise Grade Rack Mountable UPS with Extended Runtime Battery Pack (Includes 3 Year Warranty)	4	2,899.00	11,596.00
Access Points Unifi WiFi 6 Mesh Outdoor AP	4	240.00	960.00
Access Points Unifi WiFi 6 Access Point	25	190.00	4,750.00
IT Labor Build and Configure Firewall Setup & Configuration of Unifi Switching Setup & Configuration of Layer 3 Switching Network Design & Planning Standard Setup & Configuration of Wireless Access Points	1	8,275.00	8,275.00
COMM Labor - Data Cabling Labor - Project Management Installation of Rack/Routing Installation, Load Balancing, and Testing Battery Backups Installation of APs	1	66,620.00	66,620.00

TERMS AND CONDITIONS

For equipment purchases, payment is due prior to work being completed. Project invoices will be Due Upon Receipt. Invoices not paid within terms will be subject to an interest charge of 18% per annum. If collection is required, the undersigned agrees to pay collection costs and reasonable attorney fees. Standard manufacturer's warranty applies to equipment unless otherwise stated. Sign and date below to accept this quote.

Signature: _____

Date: _____

SUBTOTAL 173,406.78

SALES TAX 0.00

QUOTE TOTAL 173,406.78

ISSUED TO

Syracuse Arts Academy
2893 W 1700 S
Syracuse UT 84075

DATE

6/27/2025

EXPIRATION DATE

7/27/2025

PROJECT DESCRIPTION

Chromebook Carts

PROJECT MANAGER

Shah, Jasim
jasim.shah@etscorp.com

DESCRIPTION	QTY	UNIT PRICE	EXT PRICE
Bretford Cube Cart	1	27,698.00	27,698.00
(Qty. 23) Bretford Cube Charging Cart: - Safely store, charge, and transport up to 32 devices Delivery of Bretford Cube Charging Carts to Nathan at SAA.			

TERMS AND CONDITIONS

For equipment purchases, payment is due prior to work being completed. Project invoices will be Due Upon Receipt. Invoices not paid within terms will be subject to an interest charge of 18% per annum. If collection is required, the undersigned agrees to pay collection costs and reasonable attorney fees. Standard manufacturer's warranty applies to equipment unless otherwise stated. Sign and date below to accept this quote.

Signature: _____

Date: _____

SUBTOTAL	27,698.00
SALES TAX	0.00
QUOTE TOTAL	27,698.00



SAA Board of Director's Meeting Thursday, July 10, 2025

Action Item: *2025-2026 Sex Ed Instruction Committee Membership*

Issue:

According to the current Sex Education Instruction administrative procedures, the School's Board of Directors will review and approve the membership of the committee on or before August 1 each year.

Background:

According to the administrative procedures, the Lead Director will establish a curriculum materials review committee for the School composed of parents, health professionals, school health educators, and administrators. The committee will have at least as many parents as school employees. The School's Board of Directors will review and approve the membership of the committee on or before August 1 each year.

The sex education instruction committee for the 2025-2026 school year will consist of the following positions:

- (2) Administrators
- (2) Teachers
- (1) School Nurse
- (5) Parents and/or guardians

Recommendation:

It is recommended that the board approve the 2025-2026 Sex Education Instruction Committee Membership as follows: (2) administrators; (2) teachers, (1) School Nurse and (5) parents and/or guardians.

NOTE: Times on this agenda are estimated as a courtesy only. Actual times may vary.

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SAA Board of Director's Meeting Thursday, July 10, 2025

Action Item: *Appoint Charter School Board Building Official*

Issue:

The school is required to have a Charter School Board Building Official (CSBBO) in accordance with State board of Education Rule 277-471-3 (a)(2).

Background:

The CSBBO has direct operational responsibility for construction, renovation and inspection of the school and is responsible for sending in required construction reports to the State Office. The company who is awarded any construction for SAA will assist the CSBBO with these reports. Dale Pfister is currently the school's designated CSBBO. Since he is no longer employed with us, it makes sense to have the Lead Director be this person.

Recommendation:

It is recommended that the Board appoint Lead Director as the Charter School Board Building Official.

NOTE: Times on this agenda are estimated as a courtesy only. Actual times may vary.

In compliance with the Americans with Disabilities Act, persons needing accommodations for this meeting should call (801) 444-9378 to make appropriate arrangements.



School District Building Official Contact Information

4/26/2018

In accordance with State Board of Education Rule 277-471-3(A)(1),

(1) Local school boards shall appoint a School District Building Official (SDBO) who has direct administrative and operational control of all construction, renovation, and inspection of public school district facilities within the school district and shall provide in writing the name of the SDBO to the USBE.

The SDBO shall be hired by the school district, and cannot be an employee of the contractor, developer, architect, engineer, etc. The SDBO can only be a school board member if:

"A local school board member may not have a direct or indirect financial interest in the construction project contract." (Utah Code 53A-20-101-9)

Please fill out this form and send it to the Utah State Board of Education (USBE). The form can be scanned and emailed to schoolconstruction@schools.utah.gov or sent by US Mail to: Utah State Board of Education, Attention: School Construction, 250 East 500 South, P.O. Box 144200, Salt Lake City, UT 84114-4200

School District Name:	Syracuse Arts Academy
School District Building Official's Contact Information:	
Name:	Kellie Mudrow
Address:	2965 W 1700 S
	Syracuse, UT 84075
Phone:	(801) 784-5211
Cell Phone:	(801) 433-7922
Fax:	(801) 784-5209
Email:	kmudrow@saacharter.org

- ☒ By submitting this form, I agree to notify USBE annually as requested and in the event that any information provided for the School District Building Official above changes.
- ☒ I certify that the School District Building Official does not have a direct or indirect financial interest in this or any other public construction project contract.
- ☒ I agree to ensure the School District Building Official and those involved in facility related items at this school district are adhering to the most current requirements; providing the appropriate reporting information; regularly visit, review and are familiar with the USBE website (<http://schools.utah.gov/finance/Facilities.aspx>), and so forth.

School District Board Chair's approval:

Date: July 10, 2025

Signature

Mary Johnston
Printed Name

NOTE: Times on this agenda are estimated as a courtesy only. Actual times may vary.

In compliance with the Americans with Disabilities Act, persons needing accommodations for this meeting should call (801) 444-9378 to make appropriate arrangements.



Syracuse Arts Academy
Board of Directors
PROPOSED
2025-2026 Board Meeting Dates

Board Meeting Date	PreBoard	Time
July 10, 2025 <i>Board Retreat (Rescheduled from June 13th)</i>	June 17 th @ 12:30 p.m.	9:00 am
August 7, 2025	Mon, Jul 28 th @ 12:30 p.m.	5:30 pm
October 2, 2025	Sept 18 th @ 12:30 p.m.	5:30 pm
November 6, 2025 <i>Holiday Social – NO MEETING</i>	N/A	6:00 pm
December 4, 2025	Nov 20 th @ 12:30 p.m.	5:30 pm
February 5, 2026 <i>Winter Retreat @ AW</i>	Jan 22 nd @ 12:30 p.m.	5:00 pm
March 26, 2026	Mar 12 th @ 12:30 p.m.	5:30 pm
May 14, 2026 <i>Electronic Board Meeting – IF NEEDED</i>	April 30 th @ 12:30 p.m.	5:30 pm
June 12, 2026 <i>Annual Board Meeting Retreat</i>	May 28 th @ 12:30 p.m.	9:00 am
June 25, 2026 <i>Electronic Board Meeting – IF NEEDED</i>	N/A	5:30 pm

NOTE: Times on this agenda are estimated as a courtesy only. Actual times may vary.

In compliance with the Americans with Disabilities Act, persons needing accommodations for this meeting should call (801) 444-9378 to make appropriate arrangements.