

The Minutes - Draft
Regular Governing Board Meeting
Utah Charter Academies

All meeting materials are available at links on the meeting [agenda](#).

June 19, 2025

7:00 p.m.

APS District Office: 12894 S. Pony Express Rd., Unit 400, Draper, UT 84020/Google Meet Hybrid Meeting

Board Members Present: Thomas Hortin

Board Members Present Virtually: Brad Blanchard, Stephanie Henderson

Board Members Absent: Thomas Young

Staff Present: Carolyn Sharette, David Sharette

Staff Present Virtually: Kate York, Peri Daley, Jeremiah Brennan, Casey Crellin

Guests Present: Gina Troop

1 Welcome

1.1 Stephanie Henderson welcomed the board members that were present via roll call at 7:01 pm.

2 Presentation and Comments

2.1 Public Comment - Stephanie Henderson invited public comment. Gina Troop provided a comment following her public comment in the May 22, 2025 board meeting. She is requesting further transparency in the enrollment process at APA as well as an update on her childrens' enrollment status at APA.

3 Consent Agenda - 7:04 p.m

3.1 Items include:

3.1.1 Minutes from May 22, 2025

3.1.2 Motion: To approve the June 19, 2025 Consent Agenda.

3.1.2.1 Moved: Stephanie Henderson

3.1.2.2 Second: Thomas Hortin

3.1.2.3 Vote:

	B.B	S.H	T.Y	T.Ho
Aye	X	X		X
Nay				
Abstain				

4 Board Business - 7:07 p.m.

4.1 American Prep Charter Agreement

4.1.1 Carolyn Sharette presented the updated Charter Agreement with the proposed changes, including the changes to Schedule A as a result of the Cedar transfer. Carolyn Sharette discussed the June 30th deadline for SCSB approval and board member signatures.

4.1.2 Motion: To approve the Charter Agreement as presented.

4.1.2.1 Moved: Thomas Hortin

4.1.2.2 Second: Brad Blanchard

4.1.2.3 Vote:

	B.B	S.H	T.Y	T.Ho
Aye	X	X		X
Nay				
Abstain				

4.2 FY26 State Compliance & Assurances

4.2.1 Kate York presented the State compliance and assurances for FY26.

4.2.2 Motion: To approve the FY26 State Compliance & Assurances as presented and to direct management to submit them to the USBE before the deadline.

4.2.2.1 Moved: Thomas Hortin

4.2.2.2 Second: Brad Blanchard

4.2.2.3 Vote:

	B.B	S.H	T.Y	T.Ho
Aye	X	X		X
Nay				
Abstain				

4.3 Legal Documents for Cedar Transfer

- 4.3.1 David Sharette provided an update on the outstanding document required for final Cedar transfer. He will reach out to the Board when that document is finalized.

4.4 Draper 3 auditorium update

- 4.4.1 The Board agreed to move Draper 3 Auditorium discussion and review it during the Management Report later in the meeting.

5 Management Company Report - 7:15 p.m.

5.1 June Management Performance Report - Linked on the meeting agenda.

- 5.1.1 Academics - Carolyn Sharette reviewed the elementary and secondary Accountability Element Reports as well as the end of year grade distribution report.
- 5.1.2 Character Development - Carolyn Sharette reviewed the current Character Development highlights. Mandy Brown is currently participating in a training program in Colorado for the Daniels Fund. APA hosted the State's Interim Education Committee meeting at the APS district offices, including a presentation on APA's student performance.
- 5.1.3 Campus Highlights - Available for board review.
- 5.1.4 Enrollment - Carolyn Sharette reviewed the current enrollment counts for the end of year as well as next year projections.
- 5.1.5 Human Resources - Jeremiah Brennan presented the 2025 Annual Teacher Compensation Report, including teacher salary averages and current benefits for APA staff. Stephanie Henderson asked for further information on APA's 401K 4% contribution. Jeremiah Brennan provided further information on the 4% contribution and 2% match.
- 5.1.6 Finance - Casey Crellin presented the key finance indicators for May 2025, including the year-to-date net income. The P&L vs Budget for May 2025 was presented. Stephanie Henderson asked if the final 2026 budget would need to be revised to account for the WV3 auditorium funds. Casey Crellin responded that because it is a capital project there wouldn't be a need to change the 26 budget and that any future changes will be presented to the board on the balance sheet and any impacts to the projected P&L. Carolyn Sharette provided further information on various financial changes that occur throughout the fiscal year as the State makes changes.
- 5.1.7 Compliance - Kate York presented APA's Fraud Risk Report for fiscal year 2026. No board motion or vote is required.
- 5.1.8 Operations & Transportation - Carolyn Sharette reviewed some ongoing operations projects, including the Salem Kindergarten expansion and D3 auditorium build. Carolyn Sharette provided further information on the D3 auditorium build costs, including an increase in the final cost by 3 million compared to the original build. Clarke Sharette provided further information on the stage rigging solution changes to reduce the final cost. Stephanie Henderson asked if there are any further cost projections that APA has outside of the contractor build cost. Additional costs will include furnishings and technology such as microphones. The timeline for completion continues to remain at the beginning of the 2026 calendar year.
- 5.1.9 Technology - Available for board review.

6 Agenda Items for Future Meetings - 7:57 p.m.

- 6.1 Next Board Meeting will be held on Thursday, July 31st.
- 6.2 Stephanie Henderson thanked Brad Blanchard for his service on the Board over the past 6 years as he leaves the board.

Adjournment to executive session at 7:59 p.m.

- 6.2.1 The Board would like to move to executive session to discuss future board member applications.

6.2.2 Motion: To move into executive session to discuss the character and professional competence of an individual, according to Utah Code Title 52 Chapter 4 Part 2 Section 205.

6.2.2.1 Moved: Thomas Hortin

6.2.2.2 Second: Brad Blanchard

6.2.2.3 Roll Call Vote:

	B.B	S.H	T.Y	T.Ho
Aye	X	X		X
Nay				
Abstain				

Adjournment at 8:33 p.m.