

Scholar Academy Board of Directors Meeting

Date: 08.28.2025

Location: 928 N 100 E Basecamp 1, Tooele, UT 84074

In Attendance: Dusty Griffith, Traelle Gailey, Johanna Leonelli, Sandy Shepard, Jacob Howarth

Others in Attendance: Jeff Hall, Ashley Tignor, Nicole Jones, Krystal Taylor, Jon McQueary

MINUTES

CALL TO ORDER Dusty Griffith called the meeting to order at 5:37PM.

PUBLIC COMMENT

There were no comments.

REPORTS

- Director's Report

- Staffing Update

- Early Learning Plan

Jeff Hall provided a staffing update, noting that two Scholar Academy alumni have joined as employees and a highly experienced Special Education teacher has been offered a position. He emphasized the goal of maintaining fully licensed staff and reviewed the Early Learning Plan for both the past and upcoming year, with minor curriculum adjustments in the plan to be corrected and re-submitted.

Jon McQueary joined the meeting at 5:45PM.

- Budget Report

Jon McQueary reported on the significant efforts underway in Academia West's accounting department to support the ongoing financial audit conducted by Eide Bailey, noting it is a very busy and detailed process. He emphasized that the budget will continue to be adjusted throughout the year. In response to board questions, Jon shared that Scholar Academy has 250 days cash on hand, well above the state's base requirement of approximately 30 days, confirming the school's strong financial health.

VOTING & DISCUSSION ITEMS

- Board Member Terms, Roles, and Elected Officers

Jacob Howarth previously interviewed with the board. Now that there is a board vacancy he has been invited to fill that position.

Sandy Shepard made a motion to approve Jacob Haworth as a board member with a 3-year term ending June 30, 2028. Traelle Gailey seconded. The motion passed unanimously. The votes were as follows: Dusty Griffith, Aye; Traelle Gailey, Aye; Johanna Leonelli, Aye; Sandy Shepard, Aye.

Johanna Leonelli made a motion to approve Traelle Gailey as the Vice-Chair. Sandy Shepard seconded. Motion passed unanimously. The votes were as follows: Dusty Griffith, Aye; Traelle Gailey, Aye; Johanna Leonelli, Aye; Sandy Shepard, Aye; Jacob Howarth, Aye.

CONSENT ITEMS

- August 15, 2025, Board Meeting Minutes
Sandy Shepard made a motion to approve the August 15, 2025, Board Meeting Minutes. Johanna Leonelli seconded. The motion passed unanimously. The votes were as follows: Dusty Griffith, Aye; Traelle Gailey, Aye; Johanna Leonelli, Aye; Sandy Shepard, Aye; Jacob Howarth, Aye.

VOTING & DISCUSSION ITEMS

- Amended Electronic Resource Policy
- Amended Kindergarten Toilet Training Policy
- Amended Child Abuse and Neglect Reporting Policy
Revisions were presented to three policies. The Child Abuse and Neglect Reporting Policy was updated to align with Utah law and USBE rule, clarifying reporting requirements and adding training mandates from HB 40. The Electronic Resources Policy was amended to comply with SB 178, restricting student use of cellphones, smart watches, and similar devices during class hours with specific exceptions. Finally, the Kindergarten Toilet Training Policy was renamed the Toilet Training Policy and revised per HB 76 to apply to all students prior to enrollment, with exemptions for students covered by IEP or Section 504 plans. Sandy Shepard made the recommendation to add language to the Child Abuse and Neglect Reporting Policy to direct the principal to contact Academica West HR when a situation of reporting arises for additional guidance and support.

Sandy Shepard made a motion to approve the policies listed above, adding verbiage to include the principal to contact the business management Human Resource department for guidance when a reporting incident occurs. Traelle Gailey seconded. The motion passed unanimously. The votes were as follows: Dusty Griffith, Aye; Traelle Gailey, Aye; Johanna Leonelli, Aye; Sandy Shepard, Aye; Jacob Howarth, Aye.

- Strategic Planning
 - Review Strategic Goals 1, 2, & 4
Sandy Shepard highlighted the strong progress at Scholar Academy, noting attendance above 90%, a 94% retention rate, and average class sizes under 25

students. She highlighted the school's positive culture, advanced use of technology compared to surrounding schools, and the high quality of instruction. Sandy also recognized Jeff Hall and staff for their significant contributions to recent revisions.

Johanna Leonelli made a motion to approve the Strategic Plan. Jacob Howarth seconded. The motion passed unanimously. The votes were as follows: Dusty Griffith, Aye; Traelle Gailey, Aye; Johanna Leonelli, Aye; Sandy Shepard, Aye; Jacob Howarth, Aye.

CLOSED SESSION- to discuss the character, professional competence, or physical or mental health of an individual in accordance with Utah Code Ann. 52-4-2(1)(a).

At 7:12PM Sandy Shepard made a motion to move into a closed session to discuss the character, professional competence, or physical or mental health of an individual, located at Scholar Academy. Traelle Gailey seconded. The votes were as follows: Dusty Griffith, Aye; Traelle Gailey, Aye; Johanna Leonelli, Aye; Sandy Shepard, Aye; Jacob Howarth, Aye. The motion passed unanimously.

At 7:42 PM Sandy Shepard made a motion to move out of closed session. Traelle Gailey seconded. The votes were as follows: Dusty Griffith, Aye; Traelle Gailey, Aye; Johanna Leonelli, Aye; Sandy Shepard, Aye; Jacob Howarth, Aye. The motion passed unanimously.

VOTING & DISCUSSION ITEMS

- Alta Education Consulting Contract
Jeff Hall and Ashley Tignor have met with Alta Education Consulting for contracted services. Under the agreement, Alta will provide 20 hours of consulting services per month, including at least one in-person school day at a monthly rate of \$3,700. Additional hours, if pre-approved, will be billed at \$165 per hour. Services include leadership coaching, curriculum alignment, data analysis, compliance support, and professional development. The agreement affirms Alta's status as an independent contractor, includes a 14-day termination clause, and incorporates a data confidentiality addendum to ensure compliance with Utah law regarding student data protections.

Sandy Shepard made a motion to approve the Alta Education Consulting contract after additional details are added including KPI's and itemizations for billing hours. Johanna Leonelli seconded. The motion passed unanimously. The votes were as follows: Dusty Griffith, Aye; Traelle Gailey, Aye; Johanna Leonelli, Aye; Sandy Shepard, Aye; Jacob Howarth, Aye.

CALENDARING

- Next board meeting is September 25, 2025 @ 5:00 PM.

ADJOURN

At 7:49PM Jacob Howarth made a motion to adjourn. Traelle Gailey seconded. The motion passed unanimously. The votes were as follows: Dusty Griffith, Aye; Traelle Gailey, Aye; Johanna Leonelli, Aye; Sandy Shepard, Aye; Jacob Howarth, Aye.

**Scholar Academy
Board of Directors Closed Session**

Date: 08.28.2025

Location: 928 N 100 E Basecamp 1, Tooele, UT 84074

CLOSED SESSION SWORN STATEMENT:

At a duly noticed public meeting held on the date listed above, the board of directors for Scholar Academy entered a closed session for the sole purpose of discussing the character, professional competence, or physical or mental health of an individual in accordance with Utah Code Ann. 52-4-2(1)(a).

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

Signed on the 28th day of August, located at 928 N 100 E Basecamp 1, Tooele, UT 84074.



Dusty Griffith, Board Chair