

Jefferson Academy

Board of Directors Meeting

Date: September 15, 2025

Location: 1425 S Angel St, Kaysville, UT 84037

In Attendance: Natalie Allman, Alana Wilson, Paul Smith

Excused Board Members: Keith Facer

Others Present: Dawn Benke, Hannah Dorius, Katie Browning, Angela Clark



MINUTES

CALL TO ORDER

Alana Wilson called the meeting to order at 7:10PM.

CONSENT ITEMS

- 08.15.2025 Board Meeting Minutes

Alana Wilson made a motion to approve the 08.15.2025 Board Meeting Minutes. Paul Smith seconded the motion. The motion passed unanimously. The votes were as follows: Alana Wilson, Aye; Natalie Allman, Aye; Paul Smith, Aye.

REPORTS

- Director's Report
Nicole Jones presented the Director's Report. First of year testing is underway and looking positive. All parent committees have been formed and are helping teachers and the school regarding academics and leadership. The enrollment in October is expected to be around 480.
- Finance Report
Dawn Benke presented the Finance Report to the board. The finances that were reported on were as of August 31, 2025. Dawn reviewed the Statement of Activities with the board. Supplies and materials line item is slightly high for this time of year but that is expected.
- Policy Governance
The board acknowledges that the policies included in the documentation have been reviewed. No changes will be made to the policies at this time.

VOTING AND DISCUSSION ITEMS

- LEA Licenses
Nicole Jones spoke to the board about 1 needed LEA License. Yesenia Gil needs an Elementary LEA License. She will be fully licensed in December but needs an LEA License until her license is completed.
- Rooftop Unit and Replacement

Nicole Jones spoke to the Rooftop Unit and Replacement and suggests HM. The air conditioning that controls the front part of the school will be replaced. The school has worked with HM in the past and they are satisfied with their work.

Alana Wilson made a motion to approve the LEA License for Yesenia Gil and the Rooftop Unit Replacement up to \$12,000 for HM Heating Cooling. Natalie Allman seconded the motion. The motion passed unanimously. The votes were as follows: Natalie Allman, Aye; Alana Wilson, Aye; Paul Smith, Aye.

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

At 7:37PM Alana Wilson made a motion to move into closed session to discuss the character, professional competence, or physical or mental health of an individual pursuant to Utah Code 52-4-205(1)(a) at Jefferson Academy. Paul Smith seconded the motion. The motion passed unanimously. The votes were as follows: Natalie Allman, Aye; Alana Wilson, Aye; Paul Smith, Aye.

At 9:01PM Alana Wilson made a motion to move out of closed session. Natalie Allman seconded the motion. The motion passed unanimously. The votes were as follows: Natalie Allman, Aye; Alana Wilson, Aye; Paul Smith, Aye.

VOTING AND DISCUSSION ITEMS

- New Board Member Consideration
This item was tabled.

CALENDARING

- Next Board Meeting November 10, 2025, at 7:00pm at Jefferson Academy Library

ADJOURN

At 9:02AM Alana Wilson made a motion to adjourn. Natalie Allman seconded the motion. The motion passed unanimously. The votes were as follows: Natalie Allman, Aye; Alana Wilson, Aye; Paul Smith, Aye.

**Jefferson Academy
Board of Directors
Closed Session**



Meeting Date: 09.15.2025

Location: 1425 S Angel St, Kaysville, UT 84037

CLOSED SESSION SWORN STATEMENT:

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

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

Signed on the 15th day of September, 2025.

A handwritten signature in black ink that reads "Alana Wilson". The signature is written in a cursive, flowing style.

Alana Wilson, Board President