

Wasatch Peak Academy

Board of Directors Meeting

Thursday, November 13, 2025

Location: 414 North Cutler Dr, North Salt Lake, UT 84054



In Attendance: Marlowe Wolferstan (via Zoom), Tristan Carlisle, Kristin Kano, Brad Wyatt, Katie Jones, Jennifer Royall, Emily Willey (via Zoom),

Others in Attendance: Amy Pilkington, Brandon Fairbanks, Heidi Bauerle, Dawn Kawaguchi, Chantel Wixon (via Zoom),

Wasatch Peak Academy will provide a meaningful educational experience focused on student growth to inspire students with an appreciation for community, and enthusiasm for learning, and a drive for academic excellence

MINUTES

8:19 AM – INTRODUCTORY ITEMS

- Welcome & Roll Call – Marlowe Wolferstan

There was no PUBLIC COMMENT.

REPORTS

➤ Administration

- State of the School – Amy Pilkington reviewed the enrollment which is only down about ten students from last year, but the budget remains comfortable. She moved on to academic achievements, noting strong performance in literacy tests across grades, with first-grade scores being particularly high. Amy also reviewed service-learning initiatives and improvements in the Spanish curriculum.
 - ✓ Toilet Training Administrative Procedures – Amy reviewed the Toilet Training administrative procedures and how they are going to address students who are not toilet trained.

➤ Board of Directors

- Satellite Review – Brandon Fairbanks provided an update on the satellite review application, which was successfully submitted, and mentioned that the next step involves presenting to the state charter school board in January. There was a discussion on possible locations being considered and the best target location, breaking ground, funding including start-up grants, and budget. The organizational structure was also discussed and how Amy's roll would change.
- Financial Report – Chantel Wixon presented the financial highlights, reporting that revenues were slightly up and expenses were on target, with a net income of \$383,000. She also discussed the PTIF interest, which is currently at 4.2% and expected to remain stable.

SCHOOL LAND TRUST COUNCIL

- SLT Board Training Assurances – Dawn reported that Emily, Jennifer and Kristin have completed the SLT training. Marlowe requested that Dawn resend out the email to the board with the training links.
- Review SLT FY25 Final Report – Amy reviewed the SLT final report and how those purchases are helping reach their goals.
- Review SLT FY26 Plan Implementation – Amy reviewed the School Land Trust Council's current plan, including goals for math and literacy, and discussed changes to how funds are allocated. Amy explained that they have shifted to funding salaries for fine arts and PE specialists, as well as software and textbooks for math and literacy, rather than tracking small expenses for field trips.
- Discuss Needs for Upcoming School Plan – Amy is proposing to keep the same funding plan for next year which will still supports the goals for math and literacy.

CONSENT ITEMS

- October 29, 2025, Electronic Board Meeting Minutes – There was no further discussion. **Tristan Carlisle made a motion to approve the consent items. Jennifer Royall seconded the motion. The votes were as follows:**

Marlowe Wolferstan – Aye

Emily Willey – Aye

Brad Wyatt – Aye

Jennifer Royall – Aye

Kristin Kano – Aye

Katie Jones – Aye

Tristan Carlisle – Aye

Motion passed unanimously.

VOTING ITEMS

- 6th Grade Teton Trip Expense – Amy discussed the 6th-grade Teton trip expense, currently with 68 students participating. The cost is approximately \$555 per student. There was a discussion on the food cost, funding for families who need assistance, and student fundraising for the trip.
- Hotline Complaint Policy – Heidi reviewed the Hotline Complaint Policy which also requires the board and administration to complete some training that Dawn has sent out to the board prior to this meeting. Dawn passed out a training acknowledgement for members and Amy to sign. She will send the acknowledgement through AdobeSign to Emily and Marlowe who were participating via Zoom.
- Amend Bullying & Hazing Policy – Heidi reviewed the amended Bullying and Hazing Policy which is due to changes in the legislation. The main updates here are delineating the definition between student bullying and staff bullying as well as the definition of a civil rights violation regarding non-consensual intimate images. There was a discussion on student bullying staff members which didn't seem to be addressed in this policy. Heidi will look into this and discuss with Platte.
- Amend LAND Trust Council Membership & Election Procedures – Amy reviewed the amended LAND Trust Council Membership & Election Procedures which explains the LAND trust council membership and whether the board qualifies to be the council or if you need a parent council. It also addresses the process for LAND Trust Council

membership elections, noting that they would only need to hold an election if more than 13 people were interested.

- Amend Paid Parental and Postpartum Recovery Leave Policy – Amy reviewed the amended Paid Parental and Postpartum Recovery Leave Policy, which now provides for 3 calendar weeks of postpartum recovery leave and 15 contracted days of paid parental leave, with the latter not counting non-contracted days like holidays.

Marlowe Wolferstan made a motion to approve the following items:

- **Approve the 6th grade trip to Teton Science Schools not to exceed \$37,000;**
- **Approve the Hotline Complaint Policy;**
- **Approve the Amended Bullying & Hazing Policy;**
- **Approve the Amended LAND Trust Council Membership & Election Procedures; and**
- **Approve the Amended Paid Parental & Postpartum Recovery Leave Policy.**

Brad Wyatt seconded the motion. The votes were as follows:

Marlowe Wolferstan – Aye

Emily Willey – Aye

Brad Wyatt – Aye

Jennifer Royall – Aye

Kristin Kano – Aye

Katie Jones – Aye

Tristan Carlisle – Aye

Motion passed unanimously.

DISCUSSION ITEMS

- Calendar Items – Marlowe Wolferstan

- Schedule December 11th Board Meeting (calendar and next steps for satellite)
- Next PreBoard Meeting January 5th
- Next Board Meeting January 15th was rescheduled to January 22nd. Dawn will send out updates for the change and December board meeting.
- NCSC26 New Orleans, LA June 24-26 (Wed-Fri)

9:40 AM – Marlowe Wolferstan made a motion to enter a CLOSED SESSION to discuss the character, professional competence, or physical or mental health of an individual and/or to discuss deployment of security personnel, devices, or systems pursuant to Utah Code 52-4-205(1)(a) & (f) respectively at Wasatch Peak Academy. Tristan Carlisle seconded the motion. The roll call votes were as follows:

Marlowe Wolferstan – Aye

Emily Willey – Aye

Brad Wyatt – Aye

Jennifer Royall – Aye

Kristin Kano – Aye

Katie Jones – Aye

Tristan Carlisle – Aye

Motion passed unanimously.

10:55 AM – Marlowe Wolferstan made a motion to exit the closed session and ADJOURN. Brad Wyatt seconded the motion. The roll call votes were as follows:

Marlowe Wolferstan – Aye

Emily Willey – Aye

Brad Wyatt – Aye

Jennifer Royall – Aye

Kristin Kano – Aye

Katie Jones – Aye

Tristan Carlisle – Aye

Motion passed unanimously.

DRAFT

**Wasatch Peak Academy
Board of Directors
Closed Session Statement
Thursday, November 13, 2025**

Location: 414 North Cutler Dr, North Salt Lake, UT 84054



CLOSED SESSION SWORN STATEMENT:

*At a duly noticed public meeting held on the date listed above, the Board of Directors for **WASATCH PEAK ACADEMY** entered into a closed session for the sole purpose of discussing the character, professional competence, or physical or mental health of an individual and/or to discuss deployment of security personnel, devices, or systems in accordance with Utah Code Ann. 52-4-205(1)(a)&(f) respectively.*

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

Signed on the 14 day of November, 2025, at North Salt Lake, Utah.

Marlowe Wolferstan

Marlowe Wolferstan (Nov 14, 2025 08:25:31 MST)

**Marlowe Wolferstan
Board Chair**