

The Minutes - Draft
Regular Governing Board Meeting
Utah Charter Academies

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

February 5, 2026
 7:00 p.m.

APS District Office: 12894 S. Pony Express Rd., Unit 400, Draper, UT 84020/Google Meet Hybrid Meeting
 Board Members Present In Person: Thomas Hortin
 Board Members Present Virtually: Ruth Kellersberger, Thomas Young, Matt Howard
 Board Members Absent: None
 Staff Present: David Sharette, Casey Crellin, Kate York, McKayla Zitting, Daniel Baker, Lisa Brunson,
 Erin Short, Carolyn Sharette, Michelle Flynn, Peri Daley
 Public Present: None

1 Welcome

1.1 Thomas Hortin welcomed the board members that were present via roll call at 7:03 pm.

2 Presentation and Comments

- 2.1 Public Comment - Thomas Hortin invited public comment. None was given.
- 2.2 Kate York gave a reminder email for the board members to complete their required trainings, linked on the meeting agenda.
- 2.3 Open and Public Meetings Act Training. The board watched the training video.

3 Consent Agenda - 7:14 p.m

3.1 Items include:

- 3.1.1 Minutes from December 18, 2025
- 3.1.2 LEA License & Endorsement Approvals
- 3.1.3 Motion: To approve the February 5th, 2026 Consent Agenda.
 - 3.1.3.1 Moved: Thomas Young
 - 3.1.3.2 Second: Matt Howard
 - 3.1.3.3 Vote:

	T.Y	T.Ho	M.H	R.K
Aye	X	X	X	X
Nay				
Abstain				

4 Board Business - 7:14 p.m.

4.1 Policy Amendment: E-1.1 Lottery and Enrollment Policy

4.1.1 Kate York reviewed the policy amendment to the Lottery and Enrollment Policy, including priority enrollment cap for campuses. The policy is linked on the meeting agenda. Thomas Young asked if there was any risk or legal issues to this policy amendment. David Sharette provided further information regarding a potential grant opportunity, the Charter Schools Program (CSP) grant, in which this draft policy would be submitted with. The board agreed to submit the policy as a draft to the grant application and revisit the approval at the next board meeting.

4.2 Policy Amendment: E-8.2 Student Transportation Policy

- 4.2.1 Kate York reviewed the policy amendments to the Student Transportation Policy in response to the Charter Schools Program (CSP) grant. The policy is linked on the meeting agenda.
- 4.2.2 Motion: Motion to approve the proposed amendments to the policy, contingent upon the formal award of the Charter Schools Program (CSP) grant, with an effective date coinciding with the grant execution.

4.2.2.1 Moved: Thomas Hortin

4.2.2.2 Second: Matt Howard

4.2.2.3 Vote:

	T.Y	T.Ho	M.H	R.K
Aye	X	X	X	X
Nay				
Abstain				

4.3 FY27 Fee Schedules (First Review)

4.3.1 Kate York provided a first review of the fiscal year 2027 Fee Schedule. Schedule is linked on the meeting agenda.

4.3.2 Motion: No motion required. First review.

4.4 FY27 School Land Trust Plans

4.4.1 Lisa Brunson reviewed the School Land Trust Plans for fiscal year 2027. Plans are linked on the meeting agenda. Thomas Hortin abstained from the vote as his wife is on one of the campus Land Trust councils.

4.4.2 Motion: I move to approve the FY27 School Land Trust Plans as presented.

4.4.2.1 Moved: Ruth Kellersberger

4.4.2.2 Second: Matt Howard

4.4.2.3 Vote:

	T.Y	T.Ho	M.H	R.K
Aye	X		X	X
Nay				
Abstain		X		

4.5 APA Satellite Approvals at State Charter School Board Meeting

4.5.1 David Sharette reviewed the upcoming State Charter School Board meeting in which the APA Satellite Applications will be voted on. The meeting will be held February 12, 2026 with time to be determined. Board member attendance was confirmed. The board brief is linked on the meeting agenda. David Sharette reviewed the board brief including details on the satellite requests and proposals.

4.6 Reimbursement Resolution

4.6.1 David Sharette reviewed the Reimbursement Resolution for Utah Charter Academies regarding the expenditures incurred from the acquisition and construction of school facilities. The resolution is linked on the meeting agenda.

4.6.1.1 Motion: I move that we adopt the resolution authorizing the reimbursement of expenditures incurred with respect to the acquisition and construction of school facilities from tax-exempt financing.

4.6.1.2 Moved: Thomas Young

4.6.1.3 Second: Ruth Kellersberger

4.6.1.4 Vote:

	T.Y	T.Ho	M.H	R.K
Aye	X	X	X	X
Nay				
Abstain				

4.7 Engagement of Bond Counsel

4.7.1 David Sharette reviewed the Bond Council letter, linked on the meeting agenda. The board reviewed the 5-year financial projections which include the Bond details, linked on the meeting agenda. Casey Crellin reviewed the Bond Forecast for fiscal years 2026 through 2030. David Sharette and McKayla Zitting reviewed the 5-year enrollment projections, also linked on the meeting agenda.

4.8 Enrollment Projections

4.8.1 Reviewed above.

- 4.9 5-year Financial Projections
 - 4.9.1 Reviewed above.
- 4.10 New “Scale-up” Facility Design
 - 4.10.1 Reviewed above.

5 Management Company Report - 8:19 p.m.

- 5.1 January 2026 Management Report is linked on the meeting agenda and available for board review.

6 Agenda Items for Future Meetings - 8:21 p.m.

- 6.1 Carolyn Sharette reviewed the Accreditation interviews coming on February 9th at 7:30 pm. Thomas Hortin and Ruth Kellersberger will participate.
- 6.2 The next board meeting will be held March 26, 2026.

7 Engagement of Bond Counsel

- 7.1 The board returned to the discussion of the Engagement of Bond Counsel.
- 7.2 Motion: I move to approve the engagement with Brandon Johnson as Borrower’s Counsel.
 - 7.2.1 Moved: Matt Howard
 - 7.2.2 Second: Thomas Hortin
 - 7.2.3 Vote:

	T.Y	T.Ho	M.H	R.K
Aye	X	X	X	X
Nay				
Abstain				

8 Adjournment to Executive Session via Roll Call at 8:26 p.m.

- 8.1 Moved: Ruth Kellersberger
- 8.2 Second: Matt Howard

	T.Y	T.Ho	M.H	R.K
Aye	X	X	X	X
Nay				
Abstain				

9 Adjournment from Executive Session at 8:55 p.m.

- 9.1 Motion: To approve the Real Estate Purchase Agreement for Eagle Mountain property
- 9.2 Moved: Ruth Kellersberger
- 9.3 Second: Matt Howard
- 9.3.1

	T.Y	T.Ho	M.H	R.K
Aye	X		X	X
Nay		X		
Abstain				

Adjournment at 9:00 p.m.