



**Excelsior Academy Board of Trustees**

**Draft Meeting Minutes**

Thursday, February 19, 2026 | 5:30 PM

162 E Erda Way, Erda, UT 84074

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**1. Call to Order**

Mr. Clark called the meeting to order at 5:40 PM.

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**2. Roll Call**

**Board Members Present:**

Brandon Clark  
Danelle Robins  
Laura Skousen  
Caleb Fielding  
Emily Smith  
Cathy Hunter

**Board Members Excused:**

None

**Staff Present:**

Jen Draper  
Savanah Broadbent  
Gichin Marsden  
Matt Hymas

**Public Present:**

None

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**3. Approval of Minutes**

**Motion:** Mrs. Robins moved to approve the January 22, 2026, Board Meeting Minutes.

**Second:** Mrs. Hunter

**Discussion:** None

**Vote:** All in favor

**Result:** Motion carried.

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#### **4. Public Comment**

None

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#### **5. Finance Report**

**Presenter:** Mr. Fielding

Mr. Fielding reviewed the January 2026 financial reports and scoreboard.

See Attachment A.

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#### **6. Administrative Report**

**Presenter:** Mr. Hymas

##### **Middle School Report:**

- Discussed Legislative House Bill 241–50S13.
- Current enrollment stands at 1,357 students. The Board discussed potential enrollment growth. Space constraints at the middle school remain a challenge, which was anticipated with the opening of new schools. The elementary school is currently at capacity.
- School culture and climate remain strong. All but one teacher has indicated intent to return for the upcoming school year, reflecting positive administrative leadership and staff support efforts.
- Professional development: Administration is working to centralize training resources into a single platform, utilizing both internally developed and external materials.
- Upcoming events include Parent-Teacher Conferences, the Winter Ball, “Show What You Know,” and the 7th Grade “Back to the 80s” dance scheduled for Friday.

- Marketing and enrollment efforts include billboards in Erda and Lake Point, as well as a radio advertisement through Broadway Media.
  - Ongoing challenges include 6th-grade math performance. Administration has met with Bonneville Academy and Tooele County representatives. Mrs. Broadbent has also contacted schools statewide to compare data and determine whether achievement gaps are typical during the transition between elementary and middle school, as well as between 8th and 9th grades. Administration is working to identify root causes and solutions.
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## **7. Discussion Items**

- Retirement Audited Financial Statement — Tabled until the next meeting.

See Attachment B.

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## **8. Board Business – Action Items**

### **Action Item: Discuss and Approve the Second Public Hearing on School Fees for the 2026–2027 School Year**

**Motion:** Mrs. Hunter

**Second:** Mrs. Smith

**Discussion:** The Board discussed the proposed \$100 middle school field trip fee, noting it is included as a contingency. Administration also proposed increasing the replacement Chromebook fee to \$15 to reflect actual costs.

**Vote:** All in favor

**Result:** Motion carried.

See Attachment C.

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### **Action Item: Discuss and Approve the School Land Trust Plan for the 2026–2027 School Year**

**Motion:** Mrs. Smith

**Second:** Mr. Fielding

**Discussion:** The Board reviewed the requirement that funds be allocated toward the school's greatest academic need. Proposed uses include salaries, benefits, and potential ELA support based on data analysis.

**Vote:** All in favor

**Result:** Motion carried.

See Attachment D.

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## **Executive Session**

Mr. Clark sought a motion to enter Executive Session in accordance with Utah Code §52-4-205 for the purpose of discussing litigation, personnel, property, and/or security matters.

**Motion:** Mrs. Robins

**Second:** Mrs. Hunter

**Roll Call Vote:** Brandon Clark, Caleb Fielding, Danelle Robins, Laura Skousen, Emily Smith, and Cathy Hunter

**Discussion:** None

**Vote:** All in favor

**Result:** Motion carried. The Board entered Executive Session at 7:02 PM.

Mr. Clark requested a motion to close Executive Session and reconvene in Open Session.

**Motion:** Mrs. Smith

**Second:** Mrs. Hunter

**Roll Call Vote:** Brandon Clark, Caleb Fielding, Danelle Robins, Laura Skousen, Emily Smith, and Cathy Hunter

**Discussion:** None

**Result:** Motion carried. The Board reconvened in Open Session at 7:45 PM.

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## **9. Adjournment**

**Motion:** Mr. Fielding

**Second:** Mrs. Robins

**Vote:** All in favor

**Time:** 7:45 PM

Meeting adjourned.

