

Scholar Academy Board of Directors Meeting

Date: May 28, 2026

Time: 5:00 PM

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

Scholar Academy is committed to creating a learning environment that fosters in students the development of divergent thinking and problem-solving skills, providing opportunities which enable all students to develop a sense of civic responsibility and achieve their highest potential.

AGENDA

CALL TO ORDER

PUBLIC COMMENT (limited to three minutes)

REPORTS

- Director's Report
 - Gifted and Talented Plan Report
- Budget Report
 - Annual Commitment to Ethical Behavior
 - Fraud Risk Assessment

CONSENT ITEMS

- March 26th Board Meeting & Closed Session Minutes

VOTING & DISCUSSION ITEMS

- Purchases
 - Asphalt Maintenance
 - Go Guardian Purchase
 - EnVision Math
 - Reading Horizons
- Kagan Professional Development Training Costs
- Mental Health Grant
- 2026-2027 Sex Education Committee
- 2026-2027 TSSA Plan
- Policies
 - Amended Fee Waiver Policy
 - Amended Administration of Medication Policy
 - Review Donation and Fundraising Policy
 - Review Sex Education Instruction Policy and Sex Education County

In compliance with the Americans with Disabilities Act, persons needing auxiliary communicative aids and services for these meetings should call 801-444-9378. One or more board members may participate electronically or telephonically pursuant to UCA 52-4-207.

Data

- Board Member Terms & Elected Officers
- Administrative Compensation
- 2026-2027 Director Employment Agreement

CALENDARING

- 2026-2027 Board Meeting Calendar
- Next board meeting is TBD

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).

ADJOURN

SCHOLAR ACADEMY BOARD OF DIRECTOR'S MEETING
EXECUTIVE SUMMARY

DIRECTORS REPORT

See board documentation for most up to date report.

Action: *No action needed*

BUDGET REPORT

See board documentation for most up to date report.

Action: *No action needed*

ANNUAL COMMITMENT TO ETHICAL BEHAVIOR

Annually, board members commit to abiding the school's ethics policy and to always engage in ethical behavior, conducting themselves in ways that are consistent with a high standard of ethics and complying with applicable law. Each board member will sign the commitment after reading the school's ethics policy.

Action: *No Board Vote, Board Signatures Required*

FRAUD RISK ASSESSMENT

Utah charter schools are required to complete an annual Fraud Risk Assessment as mandated by the Utah Office of the State Auditor. The purpose of the assessment is to evaluate the school's internal controls and identify areas of potential financial risk or vulnerability. Areas reviewed include separation of duties, financial oversight practices, employee training, purchasing procedures, and safeguards designed to prevent misuse of public funds.

The assessment results in a risk score that helps schools and governing boards better understand their overall fraud risk exposure and identify opportunities for improvement. Completing the assessment also helps demonstrate the school's commitment to financial transparency, accountability, and compliance with state requirements.

Action: *Signature Needed*

ASPHALT PURCHASE

The school's asphalt maintenance plan for 2026 includes preventative maintenance and targeted repairs intended to extend the life of the existing pavement and address areas showing deterioration. The proposal notes that the parking lot was last seal coated in 2021, and with the recommended maintenance approach, the school can typically expect approximately five additional years of pavement life before another full seal coat would likely be needed.

The proposed work includes replacement of a damaged section of asphalt on the north side of the property, crack sealing, AP4 surface treatment, and updated line striping. The proposal also includes color-coded maps identifying the specific areas of work for ease of review and project planning. The total proposed cost for the project is **\$35,326.75.**

Action: Board Vote

GOGUARDIAN PURCHASE

Student device monitoring software is used to support classroom management, student safety, and appropriate technology use. The current GoGuardian renewal is approximately **\$5,355** annually. Administration is also reviewing LanSchool as a potential alternative due to concerns with the current platform before making a long-term recommendation.

Action: Board Vote

ENVISION MATH PURCHASE

The enVision Math curriculum is being considered as a math pilot and potential curriculum purchase to support improved student math progress and instructional consistency across grade levels. The quote includes curriculum materials, digital licenses, and professional learning support for teachers, with a total cost of **\$19,168.62**.

Action: Board Vote

READING HORIZONS PURCHASE

The proposed Reading Horizons purchase supports Scholar Academy's literacy instruction through a combination of digital reading intervention software, instructional materials, and student transfer books for multiple grade levels. The package includes the Reading Horizons Discovery online site license, supplemental Elevate software, and print resources designed to support phonics, fluency, comprehension, and differentiated instruction for students. The total cost of the purchase is **\$13,783.20**, including shipping. The program also includes ongoing support resources and online accessibility for both school and home use.

Action: Board Vote

KAGAN PROFESSIONAL DEVELOPMENT TRAINING COSTS

Kagan training is a whole-staff professional development opportunity focused on student engagement and cooperative learning strategies. The training is part of the school's Strategic Plan for the upcoming year and is intended to support instructional consistency and classroom engagement across the school. The total cost for the full-day training is **\$10,690**, inclusive of materials and trainer travel fees.

Action: Board Vote

MENTAL HEALTH GRANT

The Board is asked to review and approve the School-Based Mental Health Qualified Grant and associated funding allocation. This optional grant program provides funding for schools to support additional student mental health and behavioral services through qualified personnel, counseling support, intervention strategies, and proactive student support systems designed to improve student well-being, reduce disruptive behaviors, and increase student success and engagement within

the school environment. Approval of the grant will allow the school to utilize the awarded funds as outlined in the application and budget allocation presented to the Board.

Action: Board Vote

SEX EDUCATION CURRICULUM COMMITTEE

The School's Board of Directors will review and approve the membership of the committee on or before August 1 each year. This committee shall be composed of parents, health professionals, school health educators, and administrators, with at least as many parent members as school employee members.

Action: Board Vote

TEACHER STUDENT SUCCESS ACT (TSSA) PLAN

The Teacher and Student Success Act (TSSA), established by SB 149 (2019), requires the board to adopt a Student Success Framework and annually review and approve a Teacher and Student Success Plan. The plan outlines how funds will be allocated to support student achievement and teacher effectiveness, with periodic amendments made as needed to better align spending with identified priorities, ensure effective use of funds, and address evolving school needs.

Action: Board Vote

POLICIES

Amending Fee Waiver Policy

HB 344 from the 2025 legislative session separates out courses for school fee charging purposes into "non-fee courses" (ELA, health education, math, science, and social studies) and "fee courses" (all courses that are not non-fee courses). This new law restricts what types of fees can be charged for such courses. It also specifies that beginning with the 26-27 school year, schools that have secondary students (students in grades 7-12) and award them credit toward graduation must provide at least one option for each graduation credit requirement that does not require the payment or waiver of a fee. However, there is an exception for charter schools that only offer the following for a given graduation requirement: an AP, IB, or CE course. HB 344 also extends the annual deadline by which schools must approve their fee schedules for the following school year, changing it from April 1 to June 1. The changes from HB 344 and R277-407 (which was last revised in December 2025) have been worked into the school's Fee Waiver Policy.

Action: Board Vote

Amending Administration of Medication Policy

New legislation added provisions with respect to the storage and administration of glucagon kits in schools. If a school employee becomes trained to administer a glucagon kit to a student in response to a potentially life-threatening condition resulting from abnormally low blood glucose levels, the school may make glucagon kits available to such trained employees. In addition, other legislation renamed "epinephrine auto injectors" to "injectable epinephrine rescue medication." The school's Administration

of Medication Policy has been revised to comply with these new laws. Some additional revisions have been made to the emergency administration of medication portion of the policy to bring it into better compliance with applicable law, including the addition of a section on adrenal crisis rescue medication.

Action: *Board Vote*

Review Donation and Fundraising Policy

Review Sex Education Instruction Policy and Sex Education County Data

Under Utah governance requirements, certain Board policies must be reviewed periodically. The policies above are currently due for scheduled review. At this time, no revisions are recommended, and no Board action or vote is required.

Action: *Review; No Action Needed*

BOARD MEMBER TERMS AND ELECTED OFFICERS

In accordance with the school's bylaws and standard board governance practices, board officer positions are reviewed and elected annually. This annual action allows the board to formally designate officer roles, including positions such as Chair, Vice Chair, and Financial Coordinator, for the upcoming year. While officer positions are renewed annually, the current board members' individual board terms are not expiring at this time. This item is strictly related to the annual election and confirmation of officer assignments and does not impact the existing terms of service for current board members.

Action: *Board Vote*

DIRECTOR EMPLOYMENT AGREEMENT

The Board reviews and approves the Director's annual employment agreement to ensure compensation is appropriate and aligned with organizational performance. This process includes reviewing salary and compensation details, using a standard HR-provided agreement template, and discussing terms in a closed session. The Board determines performance pay and any end-of-year bonuses before formally approving and signing the agreement. Finalized documents are submitted to HR, and compensation records are updated accordingly to ensure accuracy and compliance.

Action: *Board Vote*

Directors Report May 28th 2026

1. End-of-Year Scores

Scholar Academy had an excellent year of growth on RISE assessments. Overall, the school saw improvement in all three major tested areas.

Subject	This Year Last Year	
Language Arts	+5%	-2%
Science	+5%	-2%
Math	+2%	-3%

By cohort, the school also saw positive growth:

Subject	Cohort Growth
Language Arts	+6%
Science	+6%
Math	+3%

Summary:

This was an exceptional year of academic growth for Scholar Academy. Last year, the school experienced a loss in Language Arts, Science, and Math. This year, we saw gains in all three areas, including a **5% increase in Language Arts**, a **5% increase in Science**, and a **2% increase in Math**.

While Math did improve, it showed the least amount of growth compared to Language Arts and Science. Because of this, Math will continue to be a major focus moving into next year.

2. Support Items

Quotes / Board Action Items

The following quotes and action items are being brought forward for board review and possible approval:

Item	Amount	Purpose / Notes
Asphalt and Striping	\$35,326.75	Parking lot and traffic-flow improvements. Kirk indicated this is available through a state contract.
Student Device Monitoring Software	Approximately \$5,000/year 15,000 over 3 yr.	Current GoGuardian quote is available, but the school is reviewing LanSchool as an alternative due to concerns with GoGuardian. Final quote will be added when available.
Kagan Training	\$10,690.00	In-person whole-staff training during the first week of school. Supports cooperative learning and student engagement.
enVision Math	\$19,168.62	Math curriculum pilot/purchase to support stronger foundational math instruction and improve math progress.
Reading Horizons Renewal	\$13,783.20	Intervention program for literacy, Used this past year and important for the student growth.

Possible Items to consider SIS system Aspire to be done in the next few years. Skyward is an initial cost of \$ 90,000 and then 20,000 annually. Recommend a 1 year implementation and training for staff is time consuming. Hold of for another year but needed it to be noted for the future.

3. Staffing Updates

Scholar Academy has several staffing updates for the upcoming school year, Staff retention was excellent. In fact we have more people reaching out to us for positions than are available. Rumor is that we are one of the best schools to work at in the area:

Staffing Area	Update
New teachers	Three new teachers will be joining Scholar Academy.
Retirement	One teacher retired.

Staffing Area	Update
Non-renewal	One teacher was not renewed.
Leave of absence / year off	One teacher is taking a year off after having her newborn baby.
Instructional coach role	Mrs. Fidler is moving into a part-time instructional coach position.
Middle School Counselor	Counselor Chose to move for family reasons.
Administrative update	Brandon Heaton, Mr. B, will be moving into the role of Vice Principal.
Administrative focus areas	Mrs. Tignor will focus on instruction. Mr. B will focus on discipline and front office operations.

Summary:

These staffing changes will help Scholar Academy continue strengthening instructional support, student behavior systems, and front office operations. With Mrs. Tignor focusing on instruction and Mr. B supporting discipline and front office systems, the administrative team will be better positioned to support staff, students, and families.

4. Strategic Plan Focus for Next Year

The two major areas of focus for next year's Strategic Plan will be:

Math Improvement

Math will be a primary academic focus because, although the school saw a **2% increase**, it was the lowest area of growth compared to Language Arts and Science. We also identified specific areas for improvement, including a decrease in 6th grade Math.

To address this, Scholar Academy is:

- Reviewing math curriculum options.
- Piloting enVision Math with several teachers.
- Focusing on stronger foundational math instruction.

- Making staffing and instructional changes in areas of need.
- Continuing to monitor student growth data.

Overall Student Engagement

The second major focus will be increasing overall student engagement. Scholar Academy will support this through professional development, including whole-staff Kagan training during the first week of school.

Kagan training aligns with the second year of the Strategic Plan by helping teachers use cooperative learning structures that increase participation, engagement, and student accountability in the classroom.

TSSA Grant – Updated to align with our Strategic Plan. We adjusted the portions focused on reducing suspensions and detentions after recognizing that the more meaningful goal is early intervention: identifying patterns, addressing concerns proactively, and supporting students before behaviors escalate.

We are excited to use Panorama software to help implement and track these interventions more effectively. Panorama will also provide training during our Opening Institute to support staff in using the system successfully.

Scholar Academy

Statement of Activities

Created on May 10, 2026
For Prior Month

	Annual June 30, 2026 Budget	Year-to-Date April 30, 2026 Actual	% of Budget
Net Income			
Income			
Revenue From Local Sources	347,585	287,712	82.8 %
Revenue From State Sources	7,759,332	6,490,291	83.6 %
Revenue From Federal Sources	356,792	61,799	17.3 %
Total Income	<u>8,463,709</u>	<u>6,839,802</u>	<u>80.8 %</u>
Expenses			
Instruction/Salaries	3,875,750	2,803,853	72.3 %
Employee Benefits	1,118,000	726,302	65.0 %
Purchased Prof & Tech Serv	665,000	649,328	97.6 %
Purchased Property Services	254,500	72,681	28.6 %
Other Purchased Services	113,500	97,759	86.1 %
Supplies & Materials	760,000	641,763	84.4 %
Property	50,000	298,784	597.6 %
Debt Services & Miscellaneous	924,000	848,764	91.9 %
Total Expenses	<u>7,760,750</u>	<u>6,139,234</u>	<u>79.1 %</u>
Total Net Income	<u><u>702,959</u></u>	<u><u>700,568</u></u>	<u><u>99.7 %</u></u>

Scholar Academy
Statement of Financial Position
Created on May 10, 2026
For Prior Month

	Period Ending 04/30/2026 <u>Actual</u>	Period Ending 04/30/2025 <u>Actual</u>
Assets & Other Debits		
Current Assets		
Operating Cash	5,759,278	4,899,743
Accounts Receivables	1,224	1,212
Total Current Assets	<u>5,760,502</u>	<u>4,900,955</u>
Restricted Cash	<u>933,519</u>	<u>930,094</u>
Net Assets		
Fixed Assets	11,624,836	11,603,101
Depreciation	(1,973,200)	(1,655,268)
Total Net Assets	<u>9,651,636</u>	<u>9,947,833</u>
Total Assets & Other Debits	<u>16,345,657</u>	<u>15,778,882</u>
Liabilities & Fund Equity		
Current Liabilities	156,378	117,099
Long-Term Liabilities	<u>10,208,364</u>	<u>10,428,405</u>
Fund Balance	<u>5,280,346</u>	<u>4,005,442</u>
Net Income	<u>700,569</u>	<u>1,227,936</u>
Total Liabilities & Fund Equity	<u>16,345,657</u>	<u>15,778,882</u>

Board Member Annual Commitment to Ethical Behavior

I understand that as a board member of Scholar Academy I should always engage in ethical behavior. I have read the school's Ethics Policy and am committed to abiding by the policy, conducting myself consistent with high standards of ethics, and complying with applicable law.

Signature _____
Board Member Name

Date

Signature _____
Board Member Name

Date

Signature _____
Board Member Name

Date

Signature _____
Board Member Name

Date

Signature _____
Board Member Name

Date

Signature _____
Board Member Name

Date

Signature _____
Board Member Name

Date



Fraud Risk Assessment

INSTRUCTIONS:

- Reference the *Fraud Risk Assessment Implementation Guide* to determine which of the following recommended measures have been implemented.
- Indicate successful implementation by marking “Yes” on each of the questions in the table. Partial points may not be earned on any individual question.
- Total the points of the questions marked “Yes” and enter the total on the “Total Points Earned” line.
- Based on the points earned, circle/highlight the risk level on the “Risk Level” line.
- Enter on the lines indicated the entity name, fiscal year for which the Fraud Risk Assessment was completed, and date the Fraud Risk Assessment was completed.
- Print CAO and CFO names on the lines indicated, then have the CAO and CFO provide required signatures on the lines indicated.

Fraud Risk Assessment

Continued

*Total Points Earned: 355/395 *Risk Level: Very Low Low Moderate High Very High
> 355 316-355 276-315 200-275 < 200

	Yes	Pts
1. Does the entity have adequate basic separation of duties or mitigating controls as outlined in the attached Basic Separation of Duties Questionnaire?	200	200
2. Does the entity have governing body adopted written policies in the following areas:		
a. Conflict of interest?	5	5
b. Procurement?	5	5
c. Ethical behavior?	5	5
d. Reporting fraud and abuse?	5	5
e. Travel?	5	5
f. Credit/Purchasing cards (where applicable)?	5	5
g. Personal use of entity assets?	5	5
h. IT and computer security?	5	5
i. Cash receipting and deposits?	5	5
3. Does the entity have a licensed or certified (CPA, CGFM, CMA, CIA, CFE, CGAP, CPFO) expert as part of its management team?	20	20
a. Do any members of the management team have at least a bachelor's degree in accounting?	10	10
4. Are employees and elected officials required to annually commit in writing to abide by a statement of ethical behavior?	20	20
5. Have all governing body members completed entity specific (District Board Member Training for local/special service districts & interlocal entities, Introductory Training for Municipal Officials for cities & towns, etc.) online training (training.auditor.utah.gov) within four years of term appointment/election date?	--	20
6. Regardless of license or formal education, does at least one member of the management team receive at least 40 hours of formal training related to accounting, budgeting, or other financial areas each year?	20	20
7. Does the entity have or promote a fraud hotline?	20	20
8. Does the entity have a formal internal audit function?	--	20
9. Does the entity have a formal audit committee?	20	20

*Entity Name: Scholar Academy

*Completed for Fiscal Year Ending: June 30, 2026 *Completion Date: 5/28/2026

*CAO Name: Jeff Hall *CFO Name: Jacob Howarth

*CAO Signature: _____ *CFO Signature: _____

*Required

Basic Separation of Duties

See the following page for instructions and definitions.

	Yes	No	MC*	N/A
1. Does the entity have a board chair, clerk, and treasurer who are three separate people?	X			
2. Are all the people who are able to receive cash or check payments different from all of the people who are able to make general ledger entries?	X			
3. Are all the people who are able to collect cash or check payments different from all the people who are able to adjust customer accounts? If no customer accounts, check "N/A".				X
4. Are all the people who have access to blank checks different from those who are authorized signers?		X	X	
5. Does someone other than the clerk and treasurer reconcile all bank accounts OR are original bank statements reviewed by a person other than the clerk to detect unauthorized disbursements?	X			
6. Does someone other than the clerk review periodic reports of all general ledger accounts to identify unauthorized payments recorded in those accounts?	X			
7. Are original credit/purchase card statements received directly from the card company by someone other than the card holder? If no credit/purchase cards, check "N/A".	X			
8. Does someone other than the credit/purchase card holder ensure that all card purchases are supported with receipts or other supporting documentation? If no credit/purchase cards, check "N/A".	X			
9. Does someone who is not a subordinate of the credit/purchase card holder review all card purchases for appropriateness (including the chief administrative officer and board members if they have a card)? If no credit/purchase cards, check "N/A".	X			
10. Does the person who authorizes payment for goods or services, who is not the clerk, verify the receipt of goods or services?	X			
11. Does someone authorize payroll payments who is separate from the person who prepares payroll payments? If no W-2 employees, check "N/A".	X			
12. Does someone review all payroll payments who is separate from the person who prepares payroll payments? If no W-2 employees, check "N/A".	X			

* MC = Mitigating Control

Basic Separation of Duties

Continued

Instructions: Answer questions 1-12 on the Basic Separation of Duties Questionnaire using the definitions provided below.

😊 If all of the questions were answered “Yes” or “No” with mitigating controls (“MC”) in place, or “N/A,” the entity has achieved adequate basic separation of duties. Question 1 of the Fraud Risk Assessment Questionnaire will be answered “Yes.” 200 points will be awarded for question 1 of the Fraud Risk Assessment Questionnaire.

😞 If any of the questions were answered “No,” and mitigating controls are not in place, the entity has not achieved adequate basic separation of duties. Question 1 of the Fraud Risk Assessment Questionnaire will remain blank. 0 points will be awarded for question 1 of the Fraud Risk Assessment Questionnaire.

Definitions:

Board Chair is the elected or appointed chairperson of an entity’s governing body, e.g. Mayor, Commissioner, Councilmember or Trustee. The official title will vary depending on the entity type and form of government.

Clerk is the bookkeeper for the entity, e.g. Controller, Accountant, Auditor or Finance Director. Though the title for this position may vary, they validate payment requests, ensure compliance with policy and budgetary restrictions, prepare checks, and record all financial transactions.

Chief Administrative Officer (CAO) is the person who directs the day-to-day operations of the entity. The CAO of most cities and towns is the mayor, except where the city has a city manager. The CAO of most local and special districts is the board chair, except where the district has an appointed director. In school districts, the CAO is the superintendent. In counties, the CAO is the commission or council chair, except where there is an elected or appointed manager or executive.

General Ledger is a general term for accounting books. A general ledger contains all financial transactions of an organization and may include sub-ledgers that are more detailed. A general ledger may be electronic or paper based. Financial records such as invoices, purchase orders, or depreciation schedules are not part of the general ledger, but rather support the transaction in the general ledger.

Mitigating Controls are systems or procedures that effectively mitigate a risk in lieu of separation of duties.

Original Bank Statement means a document that has been received directly from the bank. Direct receipt of the document could mean having the statement 1) mailed to an address or PO Box separate from the entity’s place of business, 2) remain in an unopened envelope at the entity offices, or 3) electronically downloaded from the bank website by the intended recipient. The key risk is that a treasurer or clerk who is intending to conceal an unauthorized transaction may be able to physically or electronically alter the statement before the independent reviewer sees it.

Treasurer is the custodian of all cash accounts and is responsible for overseeing the receipt of all payments made to the entity. A treasurer is always an authorized signer of all entity checks and is responsible for ensuring cash balances are adequate to cover all payments issued by the entity.

Scholar Academy Board of Directors Meeting

Date: 03.26.2026

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

In Attendance: Dusty Griffith, Johanna Leonelli, Traelle Gailey, Collin Post

Excused: Neil Garner, Jacob Howarth

Others in Attendance: Jeff Hall, Sandy Shepard, Priscilla Stringfellow, Hannah Jones

Scholar Academy is committed to creating a learning environment that fosters in students the development of divergent thinking and problem-solving skills, providing opportunities which enable all students to develop a sense of civic responsibility and achieve their highest potential.

MINUTES

CALL TO ORDER Dusty Griffith called the meeting to order at 5:14 PM.

PUBLIC COMMENT

This was the second public comment period for the proposed 2026-2027 Fee Schedule. There were no public comments.

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 6:02 PM Dusty Griffith made a motion to enter a 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 Scholar Academy in Tooele, UT. Johanna Leonelli seconded. The motion passed unanimously. The votes were as follows: Dusty Griffith, Aye; Johanna Leonelli, Aye; Collin Post, Aye; Traelle Gailey, Aye.

At 6:34 PM Dusty Griffith made a motion to leave the closed session and enter the general meeting. Johanna Leonelli seconded. The motion passed unanimously. The votes were as follows: Dusty Griffith, Aye; Johanna Leonelli, Aye; Collin Post, Aye; Traelle Gailey, Aye.

BOARD TRAINING

Ongoing board training supports effective governance, informed decision-making, and compliance with statutory requirements. Board members participate in a minimum of three training sessions each year to strengthen their understanding of fiduciary responsibilities, policy oversight, and best practices in public education governance. These trainings ensure the board remains aligned with legal standards

and well-equipped to serve the school community. Utah law (Utah Code § 52-4-104) requires all members of a public governing body to complete annual training on the Open and Public Meetings Act (OPMA). The Utah Open and Public Meetings Act (OPMA) (Utah Code § 52-4) requires state and local public bodies to conduct business openly, allowing public attendance at meetings where official action or deliberations occur. Priscilla Stringfellow facilitated the Open and Public Meetings Act Training. Board members reviewed the training materials provided. Sandy Shepard led a compact review of the school's charter. Dusty Griffith led a board auditing training.

REPORTS

- Director's Report

Jeff Hall reported that Panorama is being implemented for the required early warning system. The Gifted and Talented application has been submitted with a focus on high-achieving students and exceptional students. The 2025-2026 Title IX report was shared with the board. The discrepancy in the report was that the school does not offer boys' volleyball currently. It is in the plan that if the school can offer boys volleyball at any point, then they will. The positive behaviors plan report was given, highlighting all the different areas and activities that support the positive behavior plans at the school. Minimal changes were needed in the plan and there will be continued implementation and refinement. The 2026-2027 School LAND Trust plan was proposed to the board. The School Land Trust plan is consistent with prior years and there is an increase in funding which will be allocated to the highest-impact academic areas with continued focus on student engagement and applied learning. As part of the school's ongoing strategic plan, there has been a focus on strengthening classroom management and instructional practices across the school. This year there has been extensive professional development to support teacher growth and improve student outcomes. The primary focus for teachers has been consistency in classroom management and increasing the clarity and effectiveness of instruction. 32 teachers participated in 8 professional development opportunities nationwide. All teachers participated in schoolwide literacy and math trainings. In total, staff completed over 148 days of professional development which equates to approximately 1,100 hours of training.

- Budget Report

The board reviewed the budget report and summary that was provided in the board documents. As of February 28th, that is 67% of the way through the fiscal year. Operating cash is up year over year. The daily Zions operating accounts have \$1,712,300 and the PTIF accounts have a balance of \$3,861,388 giving a total operating cash balance of \$5,573,688. Scholar Academy has an additional \$1,345,43 in restricted cash. The school's cash position remains very strong. Supplies and materials are up by 8%. Equipment expenses are related to the new playground, and the capitalized furniture and fixtures expense is related to interior door locks which were paid for using School Safety Grant funds. Total revenue is at 66.5%. Total expenditures are at 59.1% of the budget.

CONSENT ITEMS

- January 29th Board Meeting Minutes
Traelle Gailey made a motion to approve the January 29th board Meeting Minutes. Johanna Leonelli seconded. The motion passed unanimously. The votes were as follows: Dusty Griffith, Aye; Johanna Leonelli, Aye; Collin Post, Aye; Traelle Gailey, Aye.

VOTING & DISCUSSION ITEMS

- Board Member Terms, Roles, and Elected Officers
Sandy Shepard has completed her leave of absence and will resume her position as a board member. Neil Garner will be stepping down from his position on the board. The board expressed their appreciation to Neil for stepping in as a board member and for his time and effort.
Traelle Gailey made a motion to reinstate Sandy Shepard as a board member with Neil Garner stepping down from his role as a board member. Johanna Leonelli seconded. The motion passed unanimously. The votes were as follows: Dusty Griffith, Aye; Johanna Leonelli, Aye; Collin Post, Aye; Traelle Gailey, Aye.
- Technology Purchases
Board members discussed the use of technology in the K-3 classrooms, and the direction administration is going for future use of technology in the classroom. I-pads and cases are being purchased to support the reallocation of technology throughout all grades.
Dusty Griffith made a motion to approve the Technology Purchases as discussed not to exceed \$60,000. Johanna Leonelli seconded. The motion passed unanimously. The votes were as follows: Dusty Griffith, Aye; Johanna Leonelli, Aye; Collin Post, Aye; Traelle Gailey, Aye; Sandy Shepard, Aye.
- 2026-2027 Fee Schedule
There were no changes made to the 2026-2027 Fee Schedule. The Fee Schedule includes a description of all fees charged, the amount of the fees, and how the fees will be spent by the school. The fee schedule had two public comment opportunities prior to board approval.
Traelle Gailey made a motion to approve the 2026-2027 Fee Schedule. Sandy Shepard seconded. The motion passed unanimously. The votes were as follows: Dusty Griffith, Aye; Johanna Leonelli, Aye; Jacob Howarth, Aye; Collin Post, Aye; Traelle Gailey, Aye; Sandy Shepard, Aye.
- 2026-2027 School LAND Trust Plan
Jeff Hall presented the 2026-2027 School Land Trust Plan to the board. Each year the school receives funding through the Utah School LAND Trust Program which distributes state school land trust revenue to support improved student academic achievement. The parent committee approved the plan prior to proposal to the board.

Dusty Griffith made a motion to approve 2026-2027 School LAND Trust Plan. Johanna Leonelli seconded. The motion passed unanimously. The votes were as follows: Dusty Griffith, Aye; Johanna Leonelli, Aye; Collin Post, Aye; Traelle Gailey, Aye; Sandy Shepard, Aye.

- Award RFP for Landscaping and Snow Removal
The evaluation committee statement was reviewed by board members. The evaluation committee believes that Chad's Lawn Service proposal provides the best value to the school in connection with these services.
Sandy Shepard made a motion to Award the RFP for Landscaping and Snow Removal to Chads Lawn Service. Collin Post seconded. The motion passed unanimously. The votes were as follows: Dusty Griffith, Aye; Johanna Leonelli, Aye; Collin Post, Aye; Traelle Gailey, Aye; Sandy Shepard, Aye.
- Administrative Salary Schedule
Board Chair Dusty Griffith led a discussion proposing an administrative salary schedule as the administrative team may be undergoing some restructuring.
Sandy Shepard made a motion to approve establishing an administrative salary schedule. Traelle Gailey seconded. The motion passed unanimously. The votes were as follows: Dusty Griffith, Aye; Johanna Leonelli, Aye; Collin Post, Aye; Traelle Gailey, Aye; Sandy Shepard, Aye.
- Policies
 - Amended Fee Waiver Policy
 - Amended Administration of Medication PolicyThis item was tabled. The policies will be brought back to a future meeting.

CALENDARING

The next board meeting is scheduled for May 28th, 2026. The board will be in communication to determine the time and place of the meeting, and the location, date, and time will be updated accordingly on the Utah Public Notice Website.

ADJOURN

At 7:37 PM Traelle Gailey made a motion to adjourn. Collin Post seconded. The motion passed unanimously. The votes were as follows: Dusty Griffith, Aye; Johanna Leonelli, Aye; Jacob Howarth, Aye; Collin Post, Aye; Traelle Gailey, Aye; Sandy Shepard, Aye.

**Scholar Academy
Board of Directors Closed Session**

Meeting Date: 03.26.2026

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 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. 52-4-2(1)(a).

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

Signed on the 26th day of March, located in Tooele, UT.



Dusty Griffith, Board Chair



PROJECT PROPOSAL

PROPOSAL ID : 9038

PREPARED FOR:

Academica West

Kirk Blake

290 N Flint St

Kaysville, UT 84037

0000000000

kirk@academicawest.com

PREPARED BY:

Ben Wiser

(801) 712-0065

ben@andersenam.com

Andersen Asphalt

(801) 675-1555

COVER LETTER

Hi Kirk,

Thank you for the opportunity to provide a proposal for your upcoming project. We look forward to working with you to achieve a solution that meets your specific needs and exceeds your expectations.

The proposal below includes a detailed breakdown of the scope of work, and cost estimates. We are confident that our proposal represents the best value for your investment. Our team is equipped with state of the art equipment, materials, and resources to deliver outstanding results that will impress.

We are happy to discuss the proposal in more detail with you, and answer any questions you may have. Please don't hesitate to reach out to us at your convenience.

Best Regards,

Ben Wiser
Andersen Asphalt
801-712-0065

PROJECT SUMMARY

JOB SITE: SCHOLAR ACADEMY - TOOELE

928 North 100 East, Tooele, Utah, 84074 US

Asphalt Installation	\$7,032.50
Crack Seal	\$5,063.00
AP4 Surface Treatment	\$18,106.25
Line Striping	\$5,125.00
Job Total	\$35,326.75

PROPOSAL TOTAL

\$35,326.75

SERVICES RENDERED

SCHOLAR ACADEMY - TOOELE

928 North 100 East, Tooele, Utah, 84074, US

ASPHALT INSTALLATION

Saw cut and remove ~970 square feet of existing asphalt. Furnish, place, and compact 4 inches of ½" APWA hot mix asphalt with max 15% RAP.

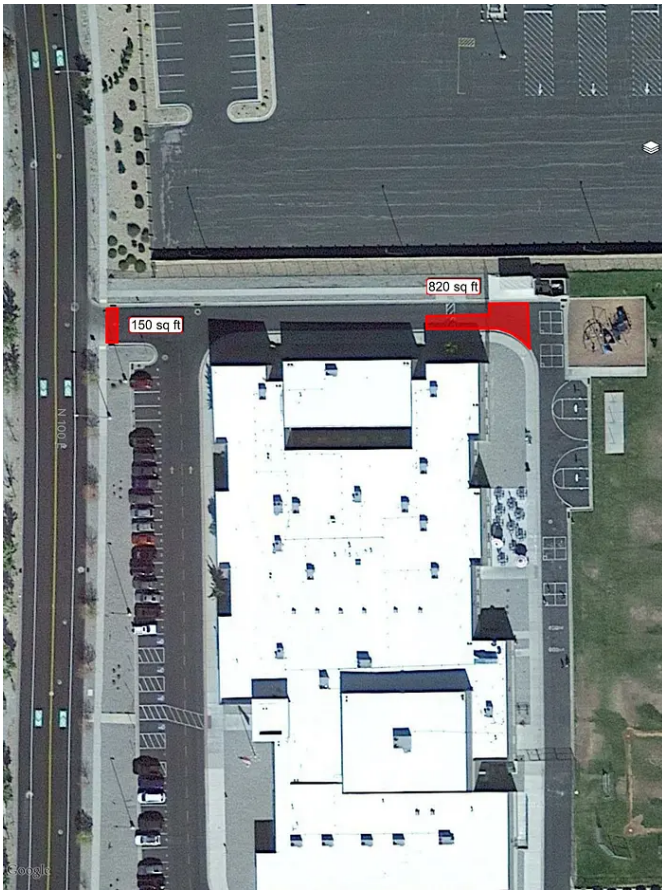
All patching work is intended to restore pavement integrity and provide a stable surface suitable for future preservation treatments.

*RED areas on map.

****Soft spots - if found, and additional excavation/grading is necessary - would be an additional \$5/sq ft to fix.***

Asphalt Installation Total

\$7,032.50



CRACK SEAL

Furnish and apply hot-applied rubberized crack sealant to approximately 3750 linear feet of transverse and longitudinal pavement cracks measuring greater than $\frac{1}{4}$ inch and up to $1\frac{1}{2}$ inches in width. Sealant installed using proven methods to maximize adhesion, flexibility, and long-term durability under traffic and environmental exposure. This process is designed to extend pavement life, minimize water intrusion, and reduce future deterioration.

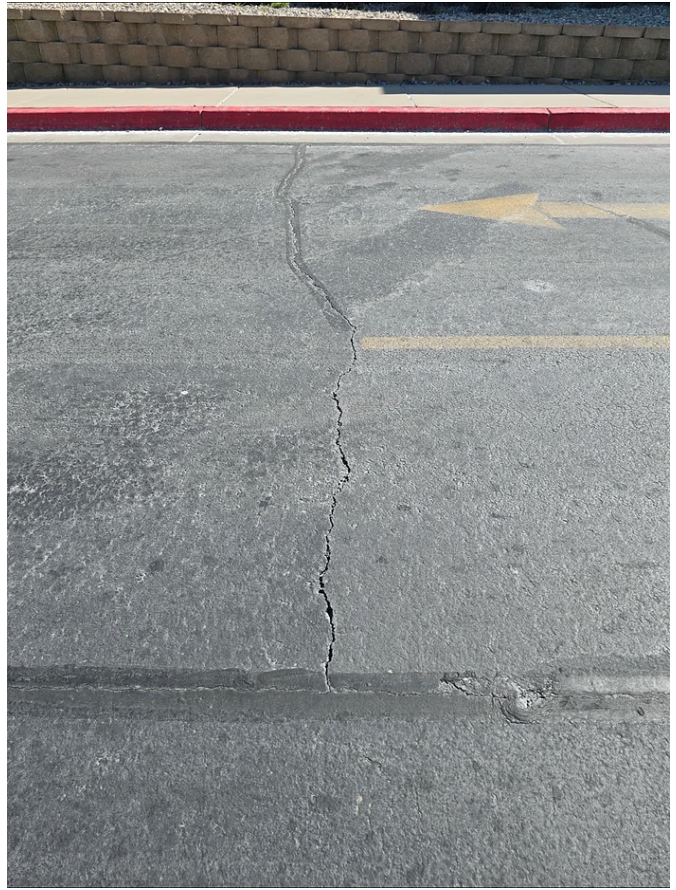
**Price includes mobilization and basic traffic control necessary to perform the work safely.*

**Price is based on 46 units of material. Additional material required due to field conditions will be billed as a change in scope.*

Crack Seal Total

\$5,063.00



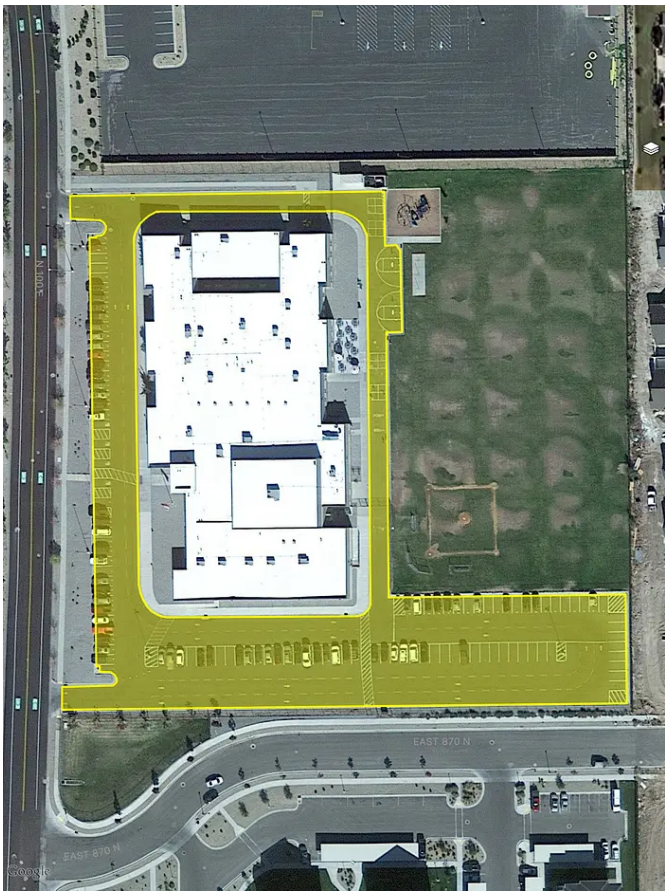


AP4 SURFACE TREATMENT

Apply AP4 Surface Treatment to 72425 square feet of pavement at a rate of (80 mils). AP4 is a high performance, high density emulsion based surface treatment consisting of 6% cutting edge polymers for added durability and better resistance to ultraviolet rays, oxidation, water, and chemicals.

*Price includes cleaning, preparation, installation, traffic control and barricades.

AP4 Surface Treatment Total	\$18,106.25
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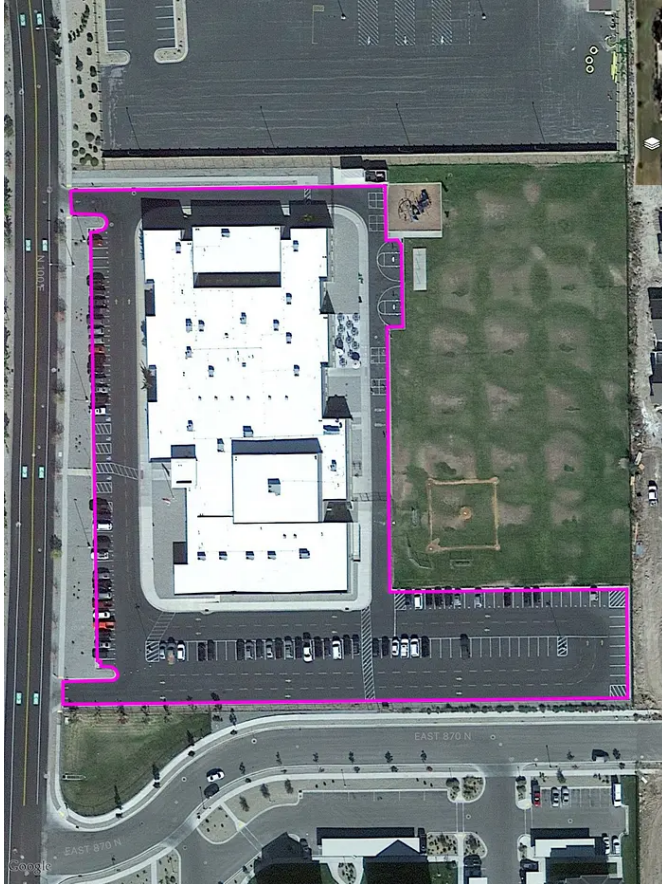


LINE STRIPING

Furnish and apply traffic paint to approximately 5124 linear feet of stripes. All striping will be installed in accordance to details/plans provided by the purchaser. If plans are not

provided, we will maximize our best effort to striping the area according to previous layout.
*Does NOT include repainting the Red Curbing. That would be an additional \$1.25/linear foot, if done at the same time as the other striping.

Line Striping Total	\$5,125.00
---------------------	------------



Job Total	\$35,326.75
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TERMS AND CONDITIONS

If contract is canceled by the purchaser prior to commencement of work, the Purchaser will pay the Contractor twenty percent (20%) of total contract price.

Unit prices; if specified, shall apply to all extra work performed beyond the original scope.

Remobilization fees will also be added to the final bill.

Drainage is not guaranteed on areas having less than 2% grade.

All proposals are based on the existence of a workable sub-base layer of at least three (3) inches.

Unless otherwise stated in writing, cracks less than ¼" may not be treated. In addition, "alligator" cracking may not receive 100% coverage.

In the event that Contractor retains an attorney to recover any amount due under this agreement, the Purchaser agrees to pay all attorney fees, court costs and costs of collection incurred by Contractor.

PROPOSAL ACCEPTANCE

Payment terms are NET (15) days from the date of each original invoice. If payment is not received within 30 days interest will be charged on the outstanding principal amount at the rate of 5% per month (50% annually) until paid in full. Where legal proceedings are instituted for recovery of all balance due, Andersen Asphalt shall be entitled to recover additional costs accrued including reasonable attorney fees. Andersen Asphalt LLC is hereby authorized to file a preliminary notice describing the aforesaid Customer Address Pursuant to UTAH CODE ANN. 38-1a-501, 1953 (as amended)

Any adjustments to the original scope of work requested by customer shall be committed and paid by customer as though a written change order were approved and signed by both parties.

Andersen Asphalt proposes to furnish material and labor to perform the work outlined above. Payment is to be made (15) days after work is completed.

The proposal is valid for (30) days from the date written above.

TERMS OF SERVICES

Customer agrees to the Services to be provided and the Terms and Conditions as outlined in this proposal.



TERMS OF PAYMENT

Customer agrees to pay the amount indicated above for the Services to be provided upon completion of the Services, within the agreed time period, without any deduction or set-off for any reason.



TERMS OF CHANGES

Customer agrees that upon signing, any changes to the Services outlined in this Proposal may result in additional charges.



Click To Enter Signature

Full Name

Title

Email

Date

04/10/2026



Ashley Tignor
Assistant/Assoc. Principal
Scholar Academy
928 N 100 E
Tooele, UT 84074-4630

Quote Creation Date: 5/20/2026
Quote Expiration Date: 9/30/2026

Scholar Academy - enVision Math 1yr
Price Quote Summary

Solution	Base Amount	Free Amount	Total
enVision Math	\$12,918.00	\$2,352.00	\$12,918.00
enVision+ Mathematics Professional Learning	\$1,600.00	\$0.00	\$1,600.00
enVisionmath 6-8	\$3,200.00	\$0.00	\$3,200.00
Solution Subtotal:	\$17,718.00	\$2,352.00	\$17,718.00

Shipping and Handling:	\$1,450.62
Total:	\$19,168.62



Price Quote Detail

enVision Math

enVision+Mathematics (c) 2027 National - Grade K

ISBN	Description	Price	Free Qty	Charged Qty	Free Amount	Total Charged
9798213553543	ENVISION+MATH 2027 NATIONAL TEACHER EDITION PACKAGE GRADE K	\$745.00	0	2	\$0.00	\$1,490.00
9798213468243	ENVISION+ MATHEMATICS 2027 DIFFERENTIATION LIBRARY PACKAGE GRADE K	\$294.00	2	0	\$588.00	\$0.00
9798213552881	ENVISION+MATH 2027 NATIONAL 1-YEAR STUDENT EDITION + 1-YEAR LICENSE GRADE K	\$40.00	0	30	\$0.00	\$1,200.00
enVision+Mathematics (c) 2027 National - Grade K - Subtotal:					\$588.00	\$2,690.00

enVision+Mathematics (c) 2027 National - Grade 2

ISBN	Description	Price	Free Qty	Charged Qty	Free Amount	Total Charged
9798213468267	ENVISION+ MATHEMATICS 2027 DIFFERENTIATION LIBRARY PACKAGE GRADE 2	\$294.00	2	0	\$588.00	\$0.00
9798213553567	ENVISION+MATH 2027 NATIONAL TEACHER EDITION PACKAGE GRADE 2	\$745.00	0	2	\$0.00	\$1,490.00
9798213552904	ENVISION+MATH 2027 NATIONAL 1-YEAR STUDENT EDITION + 1-YEAR LICENSE GRADE 2	\$40.00	0	30	\$0.00	\$1,200.00
enVision+Mathematics (c) 2027 National - Grade 2 - Subtotal:					\$588.00	\$2,690.00

enVision+Mathematics (c) 2027 National - Grade 3

ISBN	Description	Price	Free Qty	Charged Qty	Free Amount	Total Charged
9798213468274	ENVISION+ MATHEMATICS 2027 DIFFERENTIATION LIBRARY PACKAGE GRADE 3	\$294.00	2	0	\$588.00	\$0.00
9798213553574	ENVISION+MATH 2027 NATIONAL TEACHER EDITION PACKAGE GRADE 3	\$745.00	0	2	\$0.00	\$1,490.00
9798213552911	ENVISION+MATH 2027 NATIONAL 1-YEAR STUDENT EDITION + 1-YEAR LICENSE GRADE 3	\$40.00	0	30	\$0.00	\$1,200.00
enVision+Mathematics (c) 2027 National - Grade 3 - Subtotal:					\$588.00	\$2,690.00

enVision+Mathematics (c) 2027 National - Grade 4



ISBN	Description	Price	Free Qty	Charged Qty	Free Amount	Total Charged
9798213553581	ENVISION+MATH 2027 NATIONAL TEACHER EDITION PACKAGE GRADE 4	\$745.00	0	2	\$0.00	\$1,490.00
9798213468281	ENVISION+ MATHEMATICS 2027 DIFFERENTIATION LIBRARY PACKAGE GRADE 4	\$294.00	2	0	\$588.00	\$0.00
9798213552928	ENVISION+MATH 2027 NATIONAL 1-YEAR STUDENT EDITION + 1-YEAR LICENSE GRADE 4	\$40.00	0	30	\$0.00	\$1,200.00
	enVision+Mathematics (c) 2027 National - Grade 4 - Subtotal:				\$588.00	\$2,690.00

enVision+Mathematics (c) 2027 National - Grade 1

ISBN	Description	Price	Free Qty	Charged Qty	Free Amount	Total Charged
9798213468250	ENVISION+ MATHEMATICS 2027 DIFFERENTIATION LIBRARY PACKAGE GRADE 1	\$294.00	0	1	\$0.00	\$294.00
9798213553550	ENVISION+MATH 2027 NATIONAL TEACHER EDITION PACKAGE GRADE 1	\$745.00	0	1	\$0.00	\$745.00
9798213552898	ENVISION+MATH 2027 NATIONAL 1-YEAR STUDENT EDITION + 1-YEAR LICENSE GRADE 1	\$40.00	0	1	\$0.00	\$40.00
	enVision+Mathematics (c) 2027 National - Grade 1 - Subtotal:				\$0.00	\$1,079.00

enVision+Mathematics (c) 2027 National - Grade 5

ISBN	Description	Price	Free Qty	Charged Qty	Free Amount	Total Charged
9798213468298	ENVISION+ MATHEMATICS 2027 DIFFERENTIATION LIBRARY PACKAGE GRADE 5	\$294.00	0	1	\$0.00	\$294.00
9798213553598	ENVISION+MATH 2027 NATIONAL TEACHER EDITION PACKAGE GRADE 5	\$745.00	0	1	\$0.00	\$745.00
9798213552935	ENVISION+MATH 2027 NATIONAL 1-YEAR STUDENT EDITION + 1-YEAR LICENSE GRADE 5	\$40.00	0	1	\$0.00	\$40.00
	enVision+Mathematics (c) 2027 National - Grade 5 - Subtotal:				\$0.00	\$1,079.00

enVisionmath 6-8

enVision+Mathematics (c) 2027 National - Grade 6

ISBN	Description	Price	Free Qty	Charged Qty	Free Amount	Total Charged
9798213552348	ENVISION+MATH 2027 NATIONAL 1-YEAR STUDENT EDITION + 1-YEAR LICENSE GRADE 6	\$40.00	0	80	\$0.00	\$3,200.00
	enVision+Mathematics (c) 2027 National - Grade 6 - Subtotal:				\$0.00	\$3,200.00

enVision+ Mathematics Professional Learning



enVision+ Mathematics Professional Learning - enVision+ Mathematics Grades K-5 ©2027 Professional Learning Offerings

ISBN	Description	Price	Free Qty	Charged Qty	Free Amount	Total Charged
0000126977	VIRTUAL ENVISION+ MATHEMATICS 2027 K/5 PROGRAM ACTIVATION (2HR) PREPAID	\$800.00	0	1	\$0.00	\$800.00
	enVision+ Mathematics Professional Learning - enVision+ Mathematics Grades K-5 ©2027 Professional Learning Offerings - Subtotal:				\$0.00	\$800.00

enVision+ Mathematics Professional Learning - enVision+ Mathematics Grades 6-8 ©2027 Professional Learning Offerings

ISBN	Description	Price	Free Qty	Charged Qty	Free Amount	Total Charged
0000126956	VIRTUAL ENVISION+ MATHEMATICS 2027 6/8 PROGRAM ACTIVATION (2HR) PREPAID	\$800.00	0	1	\$0.00	\$800.00
	enVision+ Mathematics Professional Learning - enVision+ Mathematics Grades 6-8 ©2027 Professional Learning Offerings - Subtotal:				\$0.00	\$800.00

Solution Subtotal:	\$2,352.00	\$17,718.00
Shipping and Handling:		\$1,450.62
Total:		\$19,168.62

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Consumable Worktexts: Subsequent year consumable worktexts will ship each year on the anniversary of the original order date for the duration of their license. Worktexts will ship to the location listed on the original order. Quantities for each grade level and title will remain consistent each year. Changes to quantities of titles previously ordered, shipping location changes, or any other changes to consumable worktext shipments must be made 4 weeks prior to shipment date. (the anniversary of the original order date unless changed). Changes can be made on the Subscription Worktext Site: <https://worktext-subscriptions.savvas.com>

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phone: 1-800-848-9500



Scholar Academy
Quote Number Q-249047

15 E Midland Ave St 502
Paramus, NJ, 07652-2938

Professional Services: All paid services must be delivered within twelve (12) months of the order date of those services. Any unused services expire at the end of such twelve (12) month period, unless otherwise specified in contract terms. Any cancellation made with less than 72 hours' notice will result in a cancellation fee equal to the full price of the event. MySavvasTraining is included with purchase of products

<https://mysavvastesting.com>



INVOICE

Liminex, Inc. DBA
GoGuardian and Pear Deck Learning
8605 Santa Monica Blvd #996559
West Hollywood, California 90069
www.goguardian.com

BILL TO:
Scholar Academy (UT)

INVOICE #: INV-143424
DATE: 3/1/2026
DUE DATE: 3/31/2026
TERMS: Net 30

SHIP TO:
Scholar Academy (UT)
928 N 100 E
Tooele, Utah 84074
United States

PO NUMBER	SERVICE START DATE	CONTRACT EXPIRATION
Q-444380	3/1/2025	2/29/2028

ITEM DESCRIPTION	PRODUCT NAME	QTY	UNIT PRICE	NET AMOUNT
GG-TCR3Y-000001	GoGuardian Teachers	700	\$7.65	\$5,355.00
SUBTOTAL				\$5,355.00
Sales Tax				\$0.00
TOTAL				\$5,355.00

Comments:

Please include the invoice number on the reference line.

We also accept EFT/wire transfers:

Bank of America
Account Name: LIMINEX, INC.
Account Number: 1453756556
ACH Routing: 122000661
Wire Routing: 026009593
SWIFT Code: BOFAUS3N (USD only)

BALANCE DUE **\$5,355.00**

Please write check payable to Liminex, Inc. and mail to the lockbox below:

LIMINEX, INC.
P.O.Box 744795
LOS ANGELES, CA 90074-4795

[Click here our latest W9](#)

For any billing questions: AR@goguardian.com

Reading Horizons Quote #125811



Reading Horizons®

Scholar Academy
Patricia Nuno
943 TANGLEWOOD RD
TOOELE, UT 84074
Customer Id: 46001

Purchase Includes:
*Unlimited 800-line phone support for the life of the product

Quotation prepared by Dave Prisbrey, 5/1/2026

Account Manager	Quote #	Shipping Method	Shipping Terms	Payment Terms
Dave Prisbrey	125811	Ground		30 days

Name	Description	Qty	Unit Price	Discount Per Qty	Total
Reading Horizons® Discovery Online Unlimited - Site License (Year 1)	The Reading Horizons® Discovery Product Suite Online Unlimited - Site License Single Site Unlimited Access - The Reading Horizons Discovery Product Suite provides teachers with a digital application that includes an interactive teacher's manual with scripted lessons for whole-class and small-group instruction, reporting features, and gamified activities and assessments for students. The digital tool Reading Horizons Discovery LIVE streamlines instruction for teachers by providing the lesson content, resources, data, and differentiation in the palm of their hand. (Year 1)	1	\$9,500.00	\$0.00	\$9,500.00
Reading Horizons® Elevate Online Software (Year 1)	Reading Horizons Elevate Online Software includes a comprehensive Administration System, 81 multi-sensory interactive lessons, Vocabulary development system with over 13,000 terms, Reading Library with 280+ passages to build fluency and comprehension, and the Pronunciation tool. Reference Materials: User Manual. It is necessary to purchase an entry for each student that will access the program. Students may be deleted at any time and replaced with new students. The software is accessible from any computer with an Internet connection. Students can access the software on their home computers at no additional charge. (Year 1)	5	\$110.00	\$0.00	\$550.00
Reading Horizons® Discovery Product Suite Student Transfer Book - Set of Six - Grade K	Reading Horizons Discovery® Product Suite Student Transfer Book - Set of Six - Grade K Includes: (6) Sets of Kindergarten Student Transfer Books - Volumes 1-2	10	\$120.00	\$0.00	\$1,200.00
Reading Horizons® Discovery Product Suite Student Transfer Book - Set of Six - Grade 1	Reading Horizons Discovery® Product Suite Student Transfer Book - Set of Six - Grade 1 Includes: (6) Sets of Grade 1 Student Transfer Books - Volumes 1-2	1	\$150.00	\$0.00	\$150.00
Reading Horizons® Discovery Product Suite Student Transfer Book - Set of Six - Grade 2/3	Reading Horizons Discovery® Product Suite Student Transfer Book - Set of Six - Grade 2/3 Includes: (6) Sets of Grade 2/3 Student Transfer Books - Volumes 1-2	5	\$150.00	\$0.00	\$750.00
Reading Horizons® Discovery Product Suite Print Essentials Pack - Grade 2/3	Reading Horizons Discovery® Product Suite Print Essentials Pack - Grade 2/3 Includes: (6) Sets of Grade 2/3 Decodable Books (198 Total Books) (1) Poster Pack (including Sound City posters and cards, 9 Total Posters)	2	\$650.00	\$0.00	\$1,300.00

Subtotal:	\$13,450.00
Total Discount:	\$0.00
Shipping:	\$333.20
Tax:	\$0.00
Total:	\$13,783.20

Reading Horizons * 1194 Flint Meadow Drive * Kaysville, UT 84037

Quotation is valid through 6/1/2026

800.333.0054 * dave.prisbrey@readinghorizons.com * www.readinghorizons.com * fax: 801.295.7088

Quote # 125811



Scholar Academy
Tooele, UT
05/19/2026

Quote 18609
Customer 612540

Kagan Workshop Quote- Cooperative Learning Day 1

School Workshop Day 1			
Description	Quantity	Amount	Est. Total
Cooperative Learning Day 1 Date(s): August 12, 2026 Schools: Scholar Academy Details: Up to 89 participants from Scholar Academy	1 Day	\$10,690.00	\$10,690.00
Total:			\$10,690.00
Please Note: This Price Quote will expire on July 18, 2026			

Notes

- All-Inclusive Fee: Prices are inclusive of all Course Materials and Trainer Travel Fees.
- Workshop Date: Requested date is contingent upon trainer availability.
- Workshop Duration: Each workshop is a full day and includes 6.25 instructional hours and appropriate breaks
- Purchase Order: The purchase order is needed 45 to 30 days prior to the event.
- Outside Participant Fee (Schools): Participants from outside the host school(s) must register with Kagan and pay the per-participant fee

For questions about this quote, please contact Tere Neuhausel – Tere@KaganOnline.com or 949.545.6371

SCHOLAR ACADEMY

ACHIEVING EXCELLENCE TOGETHER

Sex Education Committee

Jeff Hall- Administration

Abraham Mendoza –(teacher)

Kaylee Powers-School Nurse (Professional)

Mishala Pilling – Parent

Krista Lay- Parent

Traelle Gailey - Parent

Scholar Academy Teacher and Student Success Plan (TSSA)

School Year: 2026-2027

School: Scholar Academy (6J)

Date Board Student Success Framework Approved: June 28, 2019

Date Teacher and Student Success Plan Approved: _____

General Information

In accordance with the Student Success Framework approved by the Scholar Academy Board, the school administration has developed a Teacher and Student Success Plan designed to improve student outcomes under Utah's accountability system and to address identified academic and engagement needs. The Plan will be submitted to the Board for annual review and approval. The Scholar Academy School Land Trust Council may select a component of the approved plan to support through the School Land Trust Plan.

Scholar Academy reviewed current school data and identified the following priority needs:

- Low mathematics achievement and growth
- Reading gaps in early literacy and intervention groups
- Student attendance, engagement, and overall academic success

Goals Based on Student Needs

1. Goal 1: Academic Growth in Math and ELA

Scholar Academy students in grades 3-8 will increase proficiency and academic growth in Mathematics and English Language Arts as compared to the previous year's performance.

2. Goal 2: Early Literacy and Reading Growth

Scholar Academy students in grades K-3 will increase the percentage of students meeting benchmark goals in literacy and reduce the number of students performing below benchmark levels.

3. 70% of students in need of intervention in grades 1 – 8 will attend after school Math, Reading or English tutoring to improve performance on in-class formative assessments.

Measurement

Goal 1: End-of-year state summative assessments, interim benchmark assessments, classroom common assessment growth data.

Goal 2: Acadience benchmark scores, progress monitoring growth reports, reading intervention data.

Goal 3: Tutoring participation data, intervention success monitoring.

Action Steps

- Provide instructional coaching and mentoring support for teachers.
- Use PLC/data team meetings to analyze student performance and adjust instruction.
- Implement targeted math intervention and reteaching opportunities.
- Conduct regular Acadience screening and progress monitoring.
- Provide small-group reading intervention for identified students.
- Offer before-school or after-school tutoring in Math and Reading.
- Use MTSS interventions for academic and behavioral support.

Budget (\$212,000)

- 40% of funds will be used for teacher salary increases and retention support.
- 30% of funds will be used for instructional coaching, mentor stipends, and professional learning.
- 10% of funds will be used for tutoring, intervention staffing, and extended learning opportunities.
- 20% intervention support staff.

Public Transparency

Scholar Academy will post on its website:

1. The approved Teacher and Student Success Plan;
2. A description of the school's allocation, budgeted amounts, and actual expenditures;
3. A summary of how expenditures support plan goals; and
4. The school's current level of performance.

Annual Review

The administration will review progress on goals throughout the year and provide updates to the Board. The Plan may be adjusted annually based on student outcome data, staffing needs, and state accountability measures.

SCHOLAR ACADEMY

ACHIEVING EXCELLENCE TOGETHER

Scholar Academy

Policy: Fee Waiver Policy

Approved: January 17, 2019

Amended: March 25, 2021

Re-Approved: March 29, 2023

Amended: August 31, 2023

Amended: October 24, 2024

Amended

Purpose

Scholar Academy (the "School") must abide by the Utah State Board of Education rules which direct the School's Board of Directors (the "Board") to implement a policy regarding student fees in the event the School elects to charge such fees. The purpose of this policy is to provide educational opportunities for all students. This allows the School to establish a reasonable system of fees, while prohibiting practices that would exclude those unable to pay from participation in School-sponsored activities.

Policy

Under the direction of the Board, the School's Principal (the "Principal") is authorized to administer this policy and is directed to do so fairly, objectively, and without delay, and in a manner that avoids stigma and unreasonable burdens on students or parents/guardians.

Definitions

"Common education expense"

- (a) means an expense the School incurs that is related to the delivery of instruction for all courses, unrelated to a specific course, program, or activity; and
- (b) includes the employment of educators and staff, the provision of capital facilities, and operation and maintenance costs.

"Course" or "class"

- (a) means an activity, a course, or a program that the School:
 - (i) intends to deliver instruction;
 - (ii) provides, sponsors, or supports; and
 - (iii) conducts primarily during school hours.
- (b) includes a course in which a student is required to enroll as a condition of participation in a separate extracurricular activity.

Deleted: "Co-curricular activity" means an activity, course, or program that:
¶ is an extension of a curricular activity;¶
is included in an instructional plan and supervised or conducted by a teacher or educational professional;¶
is conducted outside of regular School hours;¶
is provided, sponsored, or supported by the School; and¶
includes a required regular School day activity, course, or program.¶

¶
"Curricular activity" means an activity, course, or program that is:
¶ intended to deliver instruction;¶
provided, sponsored, or supported by the School; and ¶
conducted only during School hours.¶

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"Discretionary project" means a project that a student completes in lieu of or in addition to a required classroom project in accordance with Section 53G-7-503.

"Extracurricular activity"

(a) means an activity or a program that;

(i) is not a course; and

(ii) the School provides, sponsors, or supports;

(b) does not include a noncurricular club as defined in Section 53G-7-701.

"Fee" means a charge, expense, deposit, rental, or payment:

(a) regardless of how the School terms, describes, requests, or requires the charge, expense, deposit, rental, or payment, directly or indirectly;

(b) in the form of money, goods, or services; and

(c) that is a condition to a student's full participation in or admission to an activity, course, or program that the School provides, sponsors, or supports.

"Fee" includes:

(a) payments to a third party that provides a part of a School activity, class, or program; and

(b) a fine other than a fine described below.

"Fee" does not include:

(a) a student fine that the School approves for:

(i) failing to return School property;

(ii) losing, wasting, or damaging private or School property through intentional, careless, or irresponsible behavior, including defacing or damaging School property as described in Utah Code 53G-8-212; or

(iii) improper use of School property, including a parking violation;

(b) a payment for School breakfast or lunch;

(c) a deposit that:

(i) is a pledge securing the return of School property; and

(ii) the School refunds upon the return of School property;

(d) a charge for insurance, unless the insurance is required for a student to participate in an activity, course, or program; or

(e) money or another item of monetary value that a student or the student's family raises through fundraising.

"Fee course" means a course that is not a non-fee course.

"Instructional equipment"

(a) means an activity-, course-, or program-related tool that:

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SCHOLAR ACADEMY

ACHIEVING EXCELLENCE TOGETHER

- (i) a student is required to use as part of an activity, course, or program in a secondary school; and
- (ii) becomes the property of the student upon exiting the activity, course, or program;
- (b) does not include School equipment, an instructional supply, or a personal student supply for a secondary student.

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"Instructional supply"

- (a) means a non-reusable or a consumable material or supply that is necessary to use, expend, or deplete as a component or element of an activity, course, or program in a secondary school.
- (b) does not include a personal student supply for a secondary student.

"Non-fee course" means a course that results in course credit or a course grade within the core standards the USBE establishes under Section 53E-4-202 and other statutory requirements for:

- (a) English language arts;
- (b) health education;
- (c) mathematics;
- (d) science; and
- (e) social studies

"Non-waivable charge" means a cost, payment, or expenditure that:

- (a) is a personal discretionary charge or purchase, including:
 - (i) a charge for insurance, unless the insurance is required for a student to participate in an activity, class, or program;
 - (ii) a charge for college credit:
 - (A) from an institution of higher education; or
 - (B) for post-secondary related courses; or
 - (iii) except when requested or required by the School, a charge for a personal consumable item such as a yearbook, class ring, letterman jacket or sweater, or other similar item;
- (b) is subject to sales tax as described in Utah State Tax Commission Publication 35, Sales Tax Information for Public and Private Elementary and Secondary Schools; or
- (c) by Utah Code, federal law, or State Board of Education rule is designated not to be a fee, including:
 - (i) a school uniform as provided in Utah Code § 53G-7-801;
 - (ii) a school lunch; or
 - (iii) a charge for a replacement for damaged or lost School equipment or supplies.

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"Personal student supply"

- (a) means, for a secondary student, an object, tool, material, or supply that:
 - (i) is the personal property of the student;
 - (ii) regardless of the use of the supply in the instructional process, individuals not enrolled in the course or activity also commonly purchase and use;
 - and
 - (iii) has a high probability of regular use in activities other than School-sponsored activities.
- (b) includes pencils, papers, notebooks, crayons, scissors, and basic clothing.

"Provided, sponsored, or supported by the School"

- (a) means an activity, class, program, club, camp, clinic, or other event that:
 - (i) is authorized by the School; or
 - (ii) satisfies at least one of the following conditions:
 - (A) the activity, class, program, club, camp, clinic, or other event is managed or supervised by the School, or a School employee in the employees School employment capacity;
 - (B) the activity, class, program, club, camp, clinic, or other event uses, more than inconsequentially, the School's facilities, equipment, or other School resources; or
 - (C) the activity, class, program, club, camp, clinic, or other event is supported or subsidized, more than inconsequentially, by public funds, including the School's activity funds or minimum school program dollars.
- (b) does not include an activity, class, or program that meets the criteria of a noncurricular club as described in Title 53G, Chapter 7, Part 7, Student Clubs.

"Provision in lieu of fee"

- (a) means an alternative to fee payment; and
- (b) may include a plan under which fees are paid in installments or under some other delayed payment arrangement or a service in lieu of fee payment agreement.

"Requested or required by the School as a condition to a student's participation" means something of monetary value that is impliedly or explicitly mandated or necessary for a student, parent, or family to provide so that a student may:

- (a) fully participate in school or in a School activity, class, or program;
- (b) successfully complete a School class for the highest grade; or
- (c) avoid a direct or indirect limitation on full participation in a School activity, class, or program, including limitations created by:

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ACHIEVING EXCELLENCE TOGETHER

- (i) peer pressure, shaming, stigmatizing, bullying, or the like; or
- (ii) withholding or curtailing any privilege that is otherwise provided to any other student.

"School activity clothing" means special shoes or items of clothing that:

- (a) meet specific requirements, including requesting a specific brand, fabric, or imprint;
- (b) the School requires a student to provide and to wear for an activity-, course-, or program-related activity; and
- (c) that the student rents while participating in the activity, or become the property of the student upon exiting the activity, course, or program.

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"School activity clothing" does not include:

- (a) a school uniform; or
- (b) clothing that is commonly found in students' homes.

"School equipment" means a machine, equipment, facility, or tool that:

- (a) is durable;
- (b) is reusable;
- (c) a secondary school owns; and
- (d) a student uses as part of an activity, course, or program in a secondary school.

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"Something of monetary value"

- (a) means a charge, expense, deposit, rental, fine, or payment, regardless of how the payment is termed, described, requested or required directly or indirectly, in the form of money, goods or services; and
- (b) includes:
 - (i) charges or expenditures for a School field trip or activity trip, including related transportation, food, lodging, and admission charges;
 - (ii) payments made to a third party that provide a part of a School activity, class, or program;
 - (iii) classroom textbooks, supplies or materials;
 - (iv) charges or expenditures for school activity clothing; and
 - (v) a fine, except for a student fine specifically approved the School for:
 - (A) failing to return School property;
 - (B) losing, wasting, or damaging private or School property through intentional, careless, or irresponsible behavior; or
 - (C) improper use of School property, including a parking violation.
- (c) does not include a payment or charge for damages, which may reasonably be attributed to normal wear and tear.

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"Textbook"

- (a) means instructional material necessary for participation in an activity, course, or program, regardless of the format of the material;
- (b) includes:
 - (i) a hardcopy book or printed pages of instructional material, including a consumable workbook; or
 - (ii) computer hardware, software, or digital content; and
- (c) does not include School equipment, instructional equipment, or instructional supplies.

"Waiver" means a full release from:

- (a) a requirement to pay a fee; and
- (b) any provision in lieu of fee payment.

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General School Fees Provisions

The School may only charge a fee for an activity, class, or program provided, sponsored, or supported by the School that is noticed and authorized by School policies and state law.

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If the School imposes a fee:

- (a) the fee shall be directly related to the expense incurred by the School in providing for a student the activity, course, or program for which the School imposes a fee;
- (b) the fee shall be equal to or less than the expense described immediately above; and
- (c) the School may not impose an additional fee or increase a fee to supplant or subsidize another fee that the School is prohibited from charging, including the normal expense of delivering instruction in a course.

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Deleted: a fee to supplant or subsidize an expense that the School incurs for:
(i) a curricular activity; or
(ii) an expense for the portion of a co-curricular activity that occurs during regular school hours

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The School may not sell textbooks or otherwise charge a fee for textbooks, except for a textbook used for a concurrent enrollment, International Baccalaureate, or Advanced Placement course.

All fees are subject to the fee waiver requirements of this policy.

The School shall not charge a fee that is general in nature and for a service or good that does not have a direct benefit to the student paying the fee. In addition, the School may not charge a fee for a common education expense.

Deleted: except as set forth in this policy with respect to fees for life-cycle replacement costs for School equipment, the School may not charge a fee for School equipment

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SCHOLAR ACADEMY

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Beginning for the 2026-2027 school year, the School shall, with respect to awarding secondary students credit toward graduation, ensure that it has at least one option for each graduation requirement that:

- (a) fulfills the graduation requirement; and
- (b) does not require the payment or waiver of any fee.

However, the restriction above does not apply to the School if the School only offers one of the following for a given graduation requirement:

- (a) an Advanced Placement course;
- (b) an International Baccalaureate course; or
- (c) a concurrent enrollment course, as described in Section 53E-10-302.

Fees for Classes & Activities During the Regular School Day

Fees for Students in Kindergarten through Sixth Grade

The School may not charge a fee in kindergarten through sixth grade for materials, textbooks, supplies, or for any class or regular school day activity (except for discretionary projects), including assemblies and field trips.

Elementary students cannot be required to provide their own student supplies. However, the School or teacher may provide to a student's parent a suggested list of student supplies for use during the regular school day so that a parent or guardian may furnish, only on a voluntary basis, those supplies for student use. The list provided to a student's parent or guardian must include the following language before identifying the supplies:

"NOTICE: THE ITEMS ON THIS LIST WILL BE USED DURING THE REGULAR SCHOOL DAY. THEY MAY BE BROUGHT FROM HOME ON A VOLUNTARY BASIS, OTHERWISE, THEY WILL BE FURNISHED BY THE SCHOOL."

The School may charge a fee to a student in grade six if all of the following are true:

- (a) the School has students in any of the grades seven through twelve;
- (b) the School follows a secondary model of delivering instruction to the School's grade six students; and
- (c) The School annually provides notice to parents that the School will collect fees from grade six students and that the fees are subject to waiver.

Fees for Students in Seventh and Eighth Grade

Deleted: The School may not charge students in grades K-6 fees to participate in the School's remediation programs.

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SCHOLAR ACADEMY

ACHIEVING EXCELLENCE TOGETHER

Fees may be charged in grades 7-8 in connection with an activity, class, or program provided, sponsored, or supported by the School that takes place during the regular school day if the fee is noticed and approved as provided in R277-407 and is allowed to be charged by state law. All such fees are subject to waiver. In addition, if an established or approved class requires payment of fees or purchase of items in order for students to fully participate and to have the opportunity to acquire skills and knowledge required for full credit and highest grades, the fees or costs for the class are subject to waiver.

In project related courses, projects required for course completion will be included in the course fee.

Secondary students may be required to provide their own student supplies, subject to the fee waiver requirements of this policy.

The School may charge students in grades 7-8 a fee for:

(a) relating to a non-fee course or a fee course, for:

- (i) instructional equipment;
- (ii) a School field trip or activity trip or performance, including related transportation, food, lodging, and admission charges or participation fees;
- (iii) School activity clothing;
- (iv) a discretionary project as described herein; or
- (v) a competency remediation program in accordance with Section 53G-9-803;

(b) an expense related to a course, activity, or program that is a fee course, including:

- (i) instructional supplies;
- (ii) the life-cycle replacement costs for School equipment directed related to the fee course;
- (iii) a music instrument rental;
- (iv) licensing fees for fine arts intellectual property; or
- (v) participating in a driver education course described in Section 53G-10-503;

(c) an expense related to the following post-secondary-related courses, including tuition, college credit, an exam, or a textbook:

- (i) an Advanced Placement course;
- (ii) an International Baccalaureate course; or
- (iii) a concurrent enrollment course, as described in Section 53E-10-302.

If the School charges fees for a fee course or a non-fee course, such fees are limited to those described above.

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SCHOLAR ACADEMY

ACHIEVING EXCELLENCE TOGETHER

Fees for Optional Projects

The School may require students at any grade level to provide materials or pay for an additional discretionary project if the student chooses a project in lieu of, or in addition to a required classroom project. A student may not be required to select an additional project as a condition to enrolling, completing, or receiving the highest possible grade for a course. The School will avoid allowing high cost additional projects, particularly when authorizing an additional discretionary project results in pressure on a student by teachers or peers to also complete a similar high cost project.

Fees for Activities Outside of the Regular School Day

Fees may be charged in all grades for any School-sponsored activity that does not take place during the regular school day if the fee is approved as provided in this policy and is allowed by state law and if participation in the activity is voluntary and does not affect the student's grade or ability to participate fully in any course taught during the regular school day. Fee waivers are available for such fees.

Activities that use the School facilities outside the regular school day but are not provided, sponsored, or supported by the School (e.g., programs sponsored by the parent organization and/or an outside organization) may charge for participation, and fee waivers are not available for these charges.

An activity, class, or program that is provided, sponsored, or supported by the School outside of the regular School day or School year calendar is subject to this policy and state law regardless of the time or season of the activity, class, or program.

Fees for Extracurricular Activities

The School may charge students in grades 7-8 fees for an extracurricular activity. The School may also charge students in grades K-6 fees for an extracurricular activity if it takes place outside of the regular school day and meets the other requirements described above. A fee for an extracurricular activity for students in grades 7-8 may include the life-cycle replacement costs for School equipment directly related to the extracurricular activity.

A fee related to an extracurricular activity may not exceed the maximum fee amounts for the extracurricular activity adopted by the Board, as provided below.

Other Miscellaneous Fees

Deleted: The School may charge students in grades 7-9 a fee for a curricular activity or a co-curricular activity that is not required for the instruction of established core standards as described in Utah Code § 53E-4-202 or § 53E-4-204 and that is an elective. However, beginning with the 2025-26 school year, the School may not charge students in grades 7-9 a fee for a curricular activity or a co-curricular activity that is required for the instruction of established core standards as described in Utah Code § 53E-4-202 or § 53E-4-204, and that is not an elective, unless the fee is for the following:¶

(a) instructional equipment or supplies;¶
(b) a driver education course described in Utah Code § 53G-10-503;¶

(c) charter school application processing in accordance with Utah Code § 53G-6-503; or¶

(d) competency remediation programs in accordance with Utah Code § 53G-9-803;¶

(e) the life-cycle replacement costs for School equipment directly related to the co-curricular activity;¶

(f) a music instrument rental; or¶

(g) school activity clothing. If the School charges a fee for a co-curricular activity as set forth above, a fee for the portion of the co-curricular activity that is during the regular school day is limited to the fees described in subsections (a)-(g) above.¶

Fees for Adult Education and Advanced Courses¶

¶ The School may charge students in grades 7-9 fees for an adult education course or for tuition, college credit, an exam, or a textbook for an Advanced Placement course, an International Baccalaureate course, or a concurrent enrollment course, as described in Utah Code § 53G-7-503(4).¶

¶ Fees for Remediation Programs¶

¶ The School may charge students in grades 7-9 fees to participate in the School's remediation programs.¶

Deleted: A fee related to a co-curricular or extracurricular activity may not exceed the maximum fee amounts for the co-curricular or extracurricular activity adopted by the Board, as provided below....

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SCHOLAR ACADEMY

ACHIEVING EXCELLENCE TOGETHER

Fees for Adult Education

The School may charge students in grades 7-8 fees for an adult education course in accordance with Section 53E-10-202.

Fees for Remediation Programs

The School may charge students in grades 7-8 fees to participate in the School's remediation programs.

The School may not charge students in grades K-6 fees to participate in the School's remediation programs.

Fees for Charter School Application Processing

The School may charge students in grades 7-8 a fee for charter school application processing in accordance with Section 53G-6-503.

Fee Schedule

The Board will approve a Fee Schedule at least once each year on or before June 1. The Fee Schedule will establish the maximum fee amount per student for each activity and the maximum total aggregate fee amount per student per school year. No fee may be charged or assessed related to an activity, class, or program provided, sponsored, or supported by the School, including for a course or extracurricular activity, unless the fee has been set and approved by the Board, is equal to or less than the established maximum fee amount for the activity, and is included in the approved Fee Schedule.

The School will encourage public participation in the development of the Fee Schedule and related policies.

Before approving the School's Fee Schedule, the School will provide an opportunity for the public to comment on the proposed Fee Schedule during a minimum of two public Board meetings. In addition to the standard notice of Board meetings under the Open and Public Meetings Act, the School will provide notice of these Board meetings using the same form of communication regularly used by the administration to communicate with parents.

After the Fee Schedule is adopted, the Board may amend the Fee Schedule using the same process.

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SCHOLAR ACADEMY

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Maximum Fee Amounts

In connection with establishing the Fee Schedule, the Board will establish a per student annual maximum fee amount that the School may charge a student for the student's participation in all courses, programs, and activities provided, sponsored, or supported by the School for the year. This is a maximum total aggregate fee amount per student per School year.

The Board may establish a reasonable number of activities, courses, or programs that will be covered by the annual maximum fee amount.

Notice to Parents

The Principal will annually provide written notice of the School's Fee Schedule and Fee Waiver Policy to the parent or guardian of each student in the School by ensuring that a written copy of the School's Fee Schedule and Fee Waiver Policy is included with all registration materials provided to potential or continuing students each year. [The Fee Schedule shall clearly identify any fee for each activity, course, or program alongside the description of the activity, course, or program.](#)

The School will also post the following on its website each school year:

- (a) The School's Fee Schedule, including maximum fee amounts, and Fee Waiver Policy;
- (b) The School's fee waiver application;
- (c) The School's fee waiver decision and appeals form; and
- (d) The School's fee notice(s) for families.

Donations

The School may not request or accept a donation in lieu of a fee from a student or parent unless the activity, class, or program for which the donation is solicited will otherwise be fully funded by the School and receipt of the donation will not affect participation by an individual student.

A donation is a fee if a student or parent is required to make the donation as a condition to the student's participation in an activity, class, or program.

The School may solicit and accept a donation or contribution in accordance with the School's policies, including the Donation and Fundraising Policy, but such requests must clearly state that donations and contributions by a student or parent are voluntary.

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ACHIEVING EXCELLENCE TOGETHER

If the School solicits donations, the School: (a) shall solicit and handle donations in accordance with policies and procedures established by the School; and (b) may not place any undue burden on a student or family in relation to a donation.

Fee Collection

The School may pursue reasonable methods for obtaining payment for fees and for charges assessed in connection with a student losing or willfully damaging school property.

The School may not exclude students from school, an activity, a class, or a program that is provided, sponsored, or supported by the School during the regular school day; refuse to issue a course grade; or withhold official student records, including written or electronic grade reports, class schedules, diplomas, or transcripts, as a result of unpaid fees.

The School may withhold the official student records of a student responsible for lost or damaged School property consistent with Utah Code § 53G-8-212 until the student or the student's parent has paid for the damages, but may not withhold a student's records required for student enrollment or placement in a subsequent school.

A reasonable charge may be imposed by the School to cover the cost of duplicating, mailing, or transmitting transcripts and other school records. No charge may be imposed for duplicating, mailing, or transmitting copies of school records to an elementary or secondary school in which the student is enrolled or intends to enroll.

Consistent with Utah Code § 53G-6-604, the School will forward a certified copy of a transferring student's record to a new school within 30 days of the request, regardless of whether the student owes fees or fines to the School.

Students shall be given notice and an opportunity to pay fines prior to withholding issuance of official written grade reports, diplomas and transcripts. If the student and the student's parent or guardian are unable to pay for damages or if it is determined by the School in consultation with the student's parents that the student's interests would not be served if the parents were to pay for the damages, then the School may provide for a program of voluntary work for the student in lieu of the payment. A general breakage fee levied against all students in a class or school is not permitted.

Fee Refunds

Student fees are non-refundable.

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SCHOLAR ACADEMY

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Budgeting and Spending Revenue Collected Through Fees

The School will follow the general accounting standards described in Rule R277-113 for treatment of fee revenue.

The School will establish a spend plan for the revenue collected from each fee charged. The spend plan will (a) provide students, parents, and employees transparency by identifying a fee's funding uses; (b) identify the needs of the activity, course, or program for the fee being charged and include a list or description of the anticipated types of expenditures, for the current fiscal year or as carryover for use in a future fiscal year, funded by the fee charged.

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School Fee Collections & Accounting Procedures

It is the responsibility of the Principal to ensure that all student fees collected are in compliance with the Fee Schedule and applicable financial policies and procedures.

Fees must be received and deposited in a timely manner.

Money may only be collected by staff authorized by the Principal. Students may not collect fees.

The School may not use revenue collected through fees to offset the cost of fee waivers by requiring students and families who do not qualify for fee waivers to pay an increased fee amount to cover the costs of students and families who qualify for fee waivers. However, the School may notify students and families that the students and families may voluntarily pay an increased fee amount or provide a donation to cover the costs of other students and families.

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Fee Waiver Provisions

To ensure that no student is denied the opportunity to participate in a class or activity that is provided, sponsored, or supported by the School because of an inability to pay a fee, the School provides fee waivers or other provisions in lieu of a fee. Fee waivers or other provisions in lieu of a fee payment will be available to any student whose parent cannot pay a fee.

All fees are subject to waiver.

Non-waivable charges are not subject to waiver.

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SCHOLAR ACADEMY

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Fee Waiver Administration

The Principal will administer this policy and will review and grant fee waiver requests or designate another staff member to do so. The process for obtaining waivers or pursuing alternatives will be administered in accordance with this policy, fairly, objectively, and without delay, and in a manner that avoids stigma, embarrassment, undue attention, and unreasonable burdens on students and parents.

The School will not treat a student receiving a fee waiver or provision in lieu of a fee waiver differently from other students. The process for obtaining waivers or pursuing alternatives will create no visible indicators that could lead to identification of fee waiver applicants.

The process for obtaining waivers or pursuing alternatives will comply with the privacy requirements of The Family Educational Rights and Privacy Act of 1974, 20 U.S.C. 1232g (FERPA). The School may not identify a student on fee waiver to students, staff members, or other persons who do not need to know. As a general rule, teachers and coaches do not need to know which students receive fee waivers. Students may not assist in the fee waiver approval process.

Fee Waiver Eligibility

A student is eligible for a fee waiver if the School receives verification that:

- (a) In accordance with Utah Code § 53G-7-504(4), family income falls within levels established annually by the State Superintendent and published on the Utah State Board of Education website;
- (b) The student to whom the fee applies receives Supplemental Security Income (SSI). If a student receives SSI, the School may require a benefit verification letter from the Social Security Administration;
- (c) The family receives TANF or SNAP funding. If a student's family receives TANF or SNAP, the School may require the student's family to provide the School an electronic copy or screenshot of the student's family's eligibility determination or eligibility status covering the period for which the fee waiver is sought from the Utah Department of Workforce Services;
- (d) The student is in foster care through the Division of Child and Family Services or is in state care. If a student is in state care or foster care, the School may rely on the youth in care required intake form or school enrollment letter provided by a caseworker from the Utah Division of Child and Family Services or the Utah Juvenile Justice Department; or

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- (e) The student qualifies for McKinney-Vento Homeless Assistance Act assistance. If a student qualifies for McKinney-Vento, verification is obtained through the School's McKinney-Vento liaison.

The School will not maintain copies of any documentation provided to verify eligibility for a fee waiver.

The School will not subject a family to unreasonable demands for re-qualification.

The School may grant a fee waiver to a student, on a case by case basis, who does not qualify for a fee waiver under the foregoing provisions but who, because of extenuating circumstances, is not reasonably capable of paying the fee.

The School may charge a proportional share of a fee or a reduced fee if circumstances change for a student or family so that fee waiver eligibility no longer exists.

The School may retroactively waive fees if eligibility can be determined to exist before the date of the fee waiver application.

Fee Waiver Approval Process

The School will inform patrons of the process for obtaining waivers and will provide a copy of the standard fee waiver application on the School's website.

The Principal or a designee will review fee waiver applications within five (5) school days of receipt. If the School denies a request for a fee waiver, the School will provide the decision to deny a waiver in writing and will provide notice of the procedure for appeal in the form approved by the Utah State Board of Education.

Any requirement that a student pay a fee will be suspended during any period in which the student's eligibility for a waiver is being determined or during the time a denial of waiver is being appealed.

Each year the School will maintain documentation regarding the number of School students who were given fee waivers, the number of School students who worked in lieu of fee waivers, the number of School students who were denied fee waivers, the total dollar value of student fees waived by the School, and the total dollar amount of all fees charged to students at the School, as this information may be requested by the Utah State Board of Education as part of its monitoring of the School's school fees practices.

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The School shall also submit school fee revenue information in the Utah Public Education Financial System as provided in R277-113.

Appeal Process

Denial of eligibility for a waiver may be appealed in writing to the Principal within ten (10) school days of receiving notice of denial. The School shall contact the parent within two (2) weeks after receiving the appeal and schedule a meeting with the Principal to discuss the parent's concerns. If, after meeting with the Principal, the waiver is still denied, the parent may appeal, in writing, within ten (10) school days of receiving notice of denial to the Board.

In order to protect privacy and confidentiality, the School will not retain information or documentation provided to verify eligibility for fee waivers.

Alternatives to Fees and Fee Waivers

The School may allow a student to perform service or another approved task (as described in Utah Code § 53G-7-504(2)) in lieu of paying a fee or, in the case of an eligible student, in lieu receiving a fee waiver, but such alternatives may not be required. If the School allows an alternative to satisfy a fee requirement, the Principal will explore with the interested student and his or her parent/guardian the alternatives available for satisfying the fee requirement, and parents will be given the opportunity to review proposed alternatives to fees and fee waivers. However, if a student is eligible for a waiver, textbook fees must be waived, and no alternative in lieu of a fee waiver is permissible for such fees.

The School may allow a student to perform service in lieu of paying a fee or receiving a fee waiver if: (a) the School establishes a service policy or procedure that ensure that a service assignment is appropriate to the age, physical condition, and maturity of the student; (b) the School's service policy or procedure is consistent with state and federal laws, including Section 53G-7-504 regarding the waiver of fees and the federal Fair Labor Standards Act, 29 U.S.C. 201; (c) the service can be performed within a reasonable period of time; and (d) the service is at least equal to the minimum wage for each hour or service.

A student who performs service may not be treated differently than other students who pay a fee.

The service may not create an unreasonable burden for a student or parent and may not be of such a nature as to demean or stigmatize the student.

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The School will transfer the student's service credit to another LEA upon request of the student.

The School may make an installment payment plan available for the payment of a fee. Such a payment plan may not be required in lieu of a fee waiver.

The School may provide optional individual fundraising opportunities for students to raise money to offset the cost of the student's fees as provided in R277-408.

Annual Review, Approval, and Training

The Board will review and approve this policy annually.

The School will develop a plan for at least annual training of School employees on fee-related policies specific to each employee's job functions.

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Scholar Academy
Policy: Administration of Medication Policy
Approved: _____

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Purpose

The purpose of this policy is to authorize personnel of Scholar Academy (the "School") to administer medication to students consistent with applicable law.

The School's Board of Directors (the "Board") acknowledges that medication should typically be administered by a student or the student's parent or guardian. However, the Board recognizes that situations may arise where the health of a student may require administration of medication during the course of a school day by School personnel.

As long as authorized personnel act in a prudent and responsible manner, Utah law provides that School personnel who provide assistance in substantial compliance with a student's licensed health care provider's written statement are not liable civilly or criminally for any adverse reaction suffered by the student as a result of taking the medication or discontinuing the administration of medication. The Board hopes that this policy will help ensure that School personnel act in a prudent and responsible manner in order to protect the health of students and the interests of School personnel.

The Board also desires to set forth policies regarding acceptable self-administration of medication by students.

Policy

Administration of Medication by School Personnel

The School will comply with applicable state and federal laws, including but not limited to Utah Code Ann. § 53G-9-502, regarding the administration of medication to students by School personnel. Accordingly, pursuant to this policy, authorized School personnel may provide assistance in non-emergency situations in the administration of medication to students of the School during periods when the student is under the School's control.

School personnel may also administer medication to students in emergency situations in accordance with the following:

- (a) Glucagon. Glucagon is an emergency diabetic medication used to raise blood sugar. The School will comply with the requirements of Utah Code Ann. § 53G-9-504 regarding the emergency administration of glucagon to a student. Accordingly, the school may administer glucagon to a student if: (1) the School has received a glucagon authorization from the parent or guardian of a student with diabetes; (2) the student is exhibiting the symptoms that warrant the administration of glucagon; (3) School personnel who have been trained (as described in the statute) in the administration of

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glucagon are immediately available to administer the glucagon; and (4) a licensed health care professional is not immediately available. The School may not compel School personnel to become trained in the administration of glucagon nor may it obstruct School personnel from becoming trained in the administration of glucagon.

- (b) Glucagon Kit. The School will comply with the requirements of Utah Code Ann. §§ 26B-4-401, et seq., regarding the emergency administration of a glucagon kit to a student. Accordingly, the School may administer a glucagon kit to a student if: (1) the student has a diagnosis of diabetes by a health care provider; (2) the School has received a glucagon authorization from the parent or guardian of the student; (3) the student is showing symptoms of hypoglycemia (a potentially life-threatening condition resulting from abnormally low blood glucose levels); and (4) a School employee who has become a “qualified adult” as defined in the statute is immediately available to administer the glucagon kit. If the School has a School nurse and the School nurse is immediately available to administer a glucagon kit to a student under the circumstances described above, the School nurse should administer the glucagon kit. If the School does not have a School nurse or the School nurse is not immediately available, another School employee who is a qualified adult may administer the glucagon kit in accordance with the statute. The School may make a glucagon kit available to a School employee who becomes a qualified adult. The School may not prohibit or dissuade School employees from receiving training to become a qualified adult, nor may it prohibit or dissuade School employees who become a qualified adult from possessing or storing a glucagon kit on School property or administering a glucagon kit to any person in accordance with the statute.

- (c) Injectable Epinephrine, Rescue Medication. The School will comply with the requirements of Utah Code Ann. §§ 26B-4-401, et seq., regarding the emergency administration of an injectable epinephrine rescue medication to a student. Accordingly, the School may administer an emergency injectable epinephrine rescue medication to a student if: (1) the student is exhibiting potentially life-threatening symptoms of anaphylaxis; (2) a physician or physician assistant is not immediately available; and (3) a School employee who has become a “qualified adult” as defined in the statute is immediately available to administer the injectable epinephrine rescue medication. The School will make an emergency injectable epinephrine rescue medication available to a School employee who becomes a qualified adult. The School may not prohibit or dissuade School employees from receiving training to become a qualified adult, nor may it prohibit or dissuade School employees who become qualified adults from possessing or storing an emergency injectable epinephrine rescue medication on School property or administering an emergency injectable epinephrine rescue medication to any person in accordance with the statute.

- (d) Seizure Rescue Medication. The School will comply with the requirements of Utah Code Ann. § 53G-9-505 regarding the emergency administration of

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seizure rescue medication to a student. Accordingly, the School may administer seizure rescue medication to a student if: (1) the School has received a seizure rescue authorization from the parent or guardian of the student; (2) the student is exhibiting a symptom, described on the student's seizure rescue authorization, that warrants the administration of a seizure rescue medication; (3) a School employee who has become a "trained school employee volunteer" as defined in the statute is immediately available to administer the seizure rescue medication; and (4) a licensed health care professional is not immediately available to administer the seizure rescue medication. The School may not compel a School employee to become a trained school employee volunteer nor may it obstruct a School employee from becoming a trained school employee volunteer.

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- (e) Opiate Antagonist. In accordance with Utah Code Ann. § 26B-4-509, School personnel may administer an opiate antagonist when acting in good faith to an individual whom the person believes to be experiencing an opiate-related drug overdose.

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- (f) Stock Albuterol. The School will comply with the requirements of Utah Code Ann. §§ 26B-4-401, *et seq.*, regarding the emergency administration of stock albuterol to a student. Accordingly, the School may administer stock albuterol to a student if: (1) the student has a diagnosis of asthma by a health care provider; (2) the student is showing symptoms of an asthma emergency as described in the student's asthma action plan; and (3) the student is showing symptoms of an asthma emergency as described in the student's asthma action plan; and (4) a School employee who has become a "qualified adult" as defined in the statute is immediately available to administer the stock albuterol. If the School has a School nurse and the School nurse is immediately available to administer stock albuterol to a student under the circumstances described above, the School nurse should administer the stock albuterol. If the School does not have a School nurse or the School nurse is not immediately available, another School employee who is a qualified adult may administer the stock albuterol in accordance with the statute. In addition, if a School nurse is not immediately available and a student does not have a current asthma action plan, a School employee who is a qualified adult may administer stock albuterol to the student if the School employee identifies, based on their qualified adult training, that the student is experiencing an asthma emergency. The School may make stock albuterol available to a School employee who becomes a qualified adult. The School may not prohibit or dissuade School employees from receiving training to become a qualified adult, nor may it prohibit or dissuade School employees who become qualified adults from possessing or storing stock albuterol on School property or administering stock albuterol to any person in accordance with the statute.

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- (g) Adrenal Crisis Rescue Medication. The School will comply with the requirements of Utah Code Ann. § 53G-9-507 regarding the emergency administration of adrenal crisis rescue medication to a student. Accordingly, the School may administer adrenal crisis rescue medication to a student if:

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(1) the School has received an adrenal crisis rescue authorization from the parent or guardian of the student; (2) the student exhibits a symptom, described on the student's adrenal crisis rescue authorization, that warrants the administration of an adrenal crisis rescue medication; (3) a School employee who has become a "trained school employee volunteer" as defined in the statute is available to administer the adrenal crisis rescue medication; and (4) a licensed health care professional is not immediately available to administer the adrenal crisis rescue medication. The School may not compel a School employee to become a trained school employee volunteer nor may it obstruct a School employee from becoming a trained school employee volunteer.

The Principal will establish administrative procedures that comply with applicable laws in order to set guidelines for when and how administration of medication under this policy will take place.

The Principal will consult with the local health department and/or a registered health care professional for assistance in developing procedures and training necessary for effective implementation of this policy. The School's Principal will ensure that School personnel and parents are provided with information about this policy as needed.

Self-Administration of Medication by Students

Students may possess and self-administer prescription medication at school in compliance with applicable law. The Principal will establish administrative procedures that comply with applicable laws in order to set guidelines for when and how this will take place.

Students are not prohibited from possessing and self-administering one day's dosage of a non-prescription medication where the student's maturity level is such that he or she can reasonably be expected to properly administer the medication on his or her own.

Observations and Medical Recommendations by School Personnel

The Principal will ensure that appropriate School personnel receive training on the provisions of Utah Code Ann. § 53G-9-203, including but not limited to training regarding medical recommendations by School employees and rules related to School employees communicating information and observations about a student's health and/or welfare.

School employees who intentionally violate Utah Code Ann. § 53G-9-203 will be subject to discipline up to and including termination.

Board Approved:

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Jared Hamner Date

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Administrative Procedures Administration of Medication Procedures

These procedures are established in accordance with the Administration of Medication Policy adopted by the School's Board of Directors.

Administration of Medication by School Personnel

In order to ensure safe administration of medication to students, the procedures outlined here must be followed.

- (1) The Principal will designate a reasonable number of School employees who will be responsible for administering medication to students in the School.
- (2) The Principal will arrange for the Principal and all designated School employees to receive adequate training from a licensed health care professional prior to administering any medication. Training should include indications for the medication, means of administration, dosage, adverse reactions, contraindications, and side effects.
- (3) The student's parent or guardian must complete the parent/guardian section of the Student Medication Form requesting that medication be administered to the student during regular school hours. Parents are responsible for updating the Student Medication Form as necessary.
- (4) The student's health care provider must complete the Health Care Provider section of the Student Medication Form indicating the child's name, the name of the medication, the purpose of the medication, the means of administration, the dosage, the time schedule for administration, the anticipated number of days the medication needs to be given at school, and possible side effects. The practitioner must also affirm that giving the medication during school hours is medically necessary.
- (5) A Student Medication Log must be maintained for any student who has medication administered at school, and all employees authorized to administer medication will be notified regarding each student to whom they are authorized to administer medication.
- (6) Each time medication is given, the person who gave it must document the administration in ink on the Student Medication Log. If the medication is not administered as scheduled, a notation must be made on the Student Medication Log as to why the medication was not given, and the student's parent or guardian must be notified.
- (7) The Student Medication Form and Student Medication Log will be retained in the student's records.

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(8) Teachers of the student receiving medication during school hours will be notified.

(9) Medication (other than that carried by a student) must be delivered to the School by the student's parent or guardian or designated adult.

(10) Medication should be delivered to the School in a container properly labeled by a pharmacy, manufacturer or health care provider. Labeling must include the student's name, the name of the prescribing practitioner, date the prescription was filled, name and phone number of the dispensing pharmacy, name of the medication, dose, frequency of administration, and the expiration date.

(11) Medication must be stored in a secure, locked cabinet or container in a cool, dry place, except that:

- a. medications that require refrigeration must be stored appropriately;
- b. insulin or emergency medications such as EpiPens, Twinject Auto-Injectors, asthma inhalers and glucagon must not be stored in a locked area so that they are available when needed.

(12) Authorization for administration of medication by School personnel may be withdrawn by the School at any time following written or verbal notice to the student's parent or guardian, as long as this action does not conflict with federal laws such as IDEA and/or section 504 of the Rehabilitation Act. The Principal may withdraw authorization for administration of medication in cases of noncompliance or lack of cooperation by parents or students unless the student's right to receive medication at school is protected by laws such as IDEA or section 504.

Self-Administration of Medication by Students

Students may possess and self-administer prescription medication if:

- (1) The student's parent or guardian signs a statement:
 - a. Authorizing the student to self-administer the medication; and
 - b. Acknowledging that the student is responsible for, and capable of, self-administering the medication; and
- (2) The student's health care provider provides a written statement that:
 - a. It is medically appropriate for the student to self-administer the medication and be in possession of the medication at all times; and
 - b. The name of the medication prescribed for the student's use.

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The School will provide an acceptable form for parents to request that their student be allowed to possess and self-administer prescription medication.

Application of Sunscreen

Students may possess and self-apply sunscreen without a parent or physician's authorization.

If a student is unable to self-apply sunscreen, a school employee may apply the sunscreen on the student if the student's parent or legal guardian has provided written consent.

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Scholar Academy
Policy: Sex Education Instruction Policy
Approved: November 27, 2018

POLICY

The purpose of this policy is to ensure that the Sex Education Curriculum taught at Scholar Academy (the "School") is compliant with state law. The School will comply with applicable state law regarding the presentation of sex education instruction or instructional programs.

"Sex education instruction or instructional programs" means any course, unit, class, activity or presentation that provides instruction or information to students about sexual abstinence, human sexuality, human reproduction, reproductive anatomy, physiology, pregnancy, marriage, childbirth, parenthood, contraception, HIV/AIDS, sexually transmitted diseases, or refusal skills, as defined in Utah Code § 53G-10-402. While these topics are most likely discussed in courses such as health education, health occupations, human biology, physiology, parenting, adult roles, psychology, sociology, child development, and biology, this policy applies to any course or class in which these topics are the focus of discussion.

Every two years the Board of Directors will (a) review this policy; and (b) review data for the county in which the School is located regarding teen pregnancy, child sexual abuse, sexually transmitted diseases and sexually transmitted infections, and the number of pornography complaints or other instances reported in the School.

Board Approved: 11.27.2018,
[Board Review: 06.02.2022](#)
[Board Review: 05.30.2024](#)

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Administrative Procedures Sex Education Instruction Procedures

These administrative procedures are established pursuant to the Sex Education Instruction Policy adopted by the School's Board of Directors.

In accordance with state law, all sex education instruction or instructional programs will comply with the requirements of Utah Code § 53G-10-402 through -403 and Utah Admin Code R277-474. Specifically,

- The School will teach sexual abstinence before marriage and fidelity after marriage as methods for preventing certain communicable diseases;
- The School will teach personal skills that encourage individual choice of abstinence and fidelity; and
- The School will obtain prior parental consent before any sex education instruction, maturation education, or other instructional program.

The Principal will establish a curriculum materials review committee composed of parents, school employees, and others selected by the Principal. If possible, the committee will also include health professionals and school health educators. The committee will have at least as many parents as school employees. The School's Board of Directors will review and approve the membership of the committee on or before August 1 each year.

The curriculum materials review committee will meet on a regular basis, as determined by the members of the committee, select officers for the committee and designate a committee chair, and comply with the Open and Public Meetings Act. The committee will review and make recommendations to the School's Board of Directors regarding instructional materials to be used by the School in connection with sex education instruction or a maturation education program. Program materials and guest speakers supporting instruction on these topics must also be reviewed and approved by the curriculum materials review committee.

Instructional materials used by the School in connection with sex education instruction or a maturation education program must be approved by the School's Board of Directors in an open meeting. These materials will comply with the requirements of applicable law and will be available for parents to review for a reasonable period of time prior to consideration for adoption by the Board of Directors.

The following topic may not be taught in the School:

- The intricacies of intercourse, sexual stimulation or erotic behavior;
- The advocacy or encouragement of the use of contraceptive methods or devices; or
- The advocacy of premarital or extramarital sexual activity.

The School will comply with the Utah Family Educational Rights and Privacy Act, Utah Code § 53E-9-202 through -203 and obtain parental consent prior to any sex education instruction, maturation education, or other instructional program. At no time will a student be in the classroom during any sex education instruction, maturation education, or other instructional program unless an approval form signed by the student's parent/guardian is on file. The parental notification form will:

- a) explain a parent's right to review proposed curriculum materials in a timely manner;

Board Approved: 11.27.2018,
[Board Review: 06.02.2022](#)
[Board Review: 05.30.2024](#)

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- b) request the parent's permission to instruct the parent's student in identified course material related to sex education or maturation education;
- c) allow the parent to exempt the parent's student from attendance for a class period where identified course material related to sex education instruction or maturation education is presented and discussed;
- d) be specific enough to give parents fair notice of topics to be covered;
- e) include a brief explanation of the topics and materials to be presented and provide a time, place and contact person for review of the identified curricular materials;
- f) be retained on file with affirmative parental consent for each student prior to the student's participation in discussion of issues protected under Section 53G-10-402; and
- g) be maintained at the School for a reasonable period of time.

Instructors may not intentionally elicit comments or questions about matters subject to parental consent requirements. Additionally, instructors' responses to questions spontaneously raised by students must be brief, factual, objective and in harmony with content requirements of this policy and state law. Responses must also be age appropriate and limited in scope to that reasonably necessary under the circumstances.

The School will ensure that all educators with any responsibility for any aspect of sex education instruction will receive appropriate professional development outlining the sex education curriculum and the criteria for sex education instruction. The School will ensure that educators receive this professional development at least once every three years. Additionally, the School will ensure that such educators are familiar with requirements of the Utah Family Educational Rights and Privacy Act.

Board Approved: 11.27.2018,
[Board Review: 06.02.2022](#)
[Board Review: 05.30.2024](#)

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SCHOLAR ACADEMY

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Scholar Academy Donations and Fundraising Policy Approved: September 19, 2013

Although Scholar Academy (the "School") does not typically engage directly in fundraising, it may do so on certain occasions in order to help advance the School's mission. The School encourages the contributions of gracious donors who have the resources and the inclination to make donations for the benefit of the School and its students. This policy establishes guidelines and standards for the School's acceptance of donations and gifts as well as for when the School engages in or sponsors fundraising activities.

Donations and Gifts

The School may not transfer or expend donated property in a manner contrary to donor restrictions imposed as a condition of making the donation. The Director is also responsible for ensuring that donor restrictions of accepted donations are complied with and that compliance can be verified. The Director will ensure that charitable donation receipts are provided to donors as necessary.

The Director must approve voluntary donations from private individual or organization in excess of \$1,000 and any donation involving donor restrictions prior to accepting the donation. The Board of Directors must approve any voluntary donations from private individual or organization in excess of \$10,000. The School may not accept donations with the condition that the donation provide direct benefit to specific School employees, students, vendors, or name brand goods or services.

If advertising or other services are offered to a donor in exchange for a donation or gift, the School will objectively value the donation or gift in order to ensure the School receives at least fair value.

The Director must ensure that any applicable fiscal policies of the School are complied with in connection with donations. The School will comply with other applicable laws and regulations, including. But not limited to procurement requirements, rules related to construction of improvements, IRS regulations, and Title IX requirements.

Fundraising

Fundraising is defined as an organized effort to solicit individuals, businesses or foundations for money or in-kind gifts to be given directly to the School.

For the purposes of this policy, "school sponsored" means activities that are expressly authorized by the School's Director or Board of Directors that support the School or authorized curricular clubs, activities, sports, classes, or programs that are themselves school sponsored. School-sponsored activities must be managed or supervised by School employees. Activities sponsored by the School's parent organization are not school-sponsored activities, but the parent organization may be involved in and provided assistance in connection with school-sponsored activities.

The following guidelines must be followed in connection with School fundraising:

1. The fundraising activity must be undertaken with the intent of obtaining a benefit consistent with the School's mission.
2. The fundraising activity must not violate the School's charter, Board policies, or applicable law.
3. Proposals for fundraising activities must be submitted to the School's Director for approval.
4. The Director may restrict the time, place, and manner of any approved fundraising activity.
5. Fundraising activities should be planned and scheduled in a manner that does not create conflict, confusion, or excessive fundraising pressures on students, families or potential donors.
6. Fundraising activities that may expose the School to risk of financial loss or liability if the activity is not successful should not be approved.
7. The participation of School employees, students and parents in any fundraising activity must be voluntary. However, School employees may be assigned to supervise students in connection with School-sponsored fundraising activities in connection with their employment. Such employees may be compensated for such work as appropriate as determined by the Director.
8. Students may not be required to participate in a fundraising activity as a condition for belonging to a team, club or group, and a student's fundraising efforts may not affect his or her participation time or standing in any team, club or group.
9. Competitive enticements for student participation in fundraising efforts are generally discouraged, and any such rewards or prizes must be approved by the Director.
10. The Director will ensure that the School's Fee Waiver Policy is complied with in connection with all School-sponsored fundraising activities that involve fees. Any fee waivers must be granted in accordance with the Fee Waiver Policy.
11. All funds raised through school-sponsored fundraising activities are considered public funds and will be handled accordingly. The Director will ensure that all other applicable fiscal policies are complied with in connection with fundraising activities.
12. Any fundraising activities that are related to the School but not school

sponsored, such as fundraising activities of the parent organization, should clearly inform School patrons that the activity is not school sponsored. School employees may participate in such activities as volunteers but must not represent that they are acting as employees or representatives of the School.

13. The Director will ensure that charitable donation receipts are provided as necessary.
14. The School's Employer identification number and sales tax exemption number may only be used by School personnel in connection with school-sponsored activities. No other entity, including the School's parent organization, may use these numbers.
15. Any School employee involved in managing or overseeing non-School-sponsored fundraising must disclose to the Director any financial or controlling interest in or access to bank accounts of the fundraising organization or company.
16. The School may cooperate with outside entities such as the parent organization in connection with non-school-sponsored fundraising activities. The School may allow these groups to use School facilities at little or no charge. At the Director's discretion, the School may provide some level of support or pay for portions of these activities. The details of the arrangements for non-school-sponsored fundraising activities shall be understood and agreed to by the Director and the representatives of the outside entity. This must take into consideration the School's fiduciary responsibility for the management and use of public funds and assets.
17. The School is committed to principles of gender equity and compliance with Title IX guidance. The School commits to use all facilities, unrestricted gifts and other available funds in harmony with these principles. The School reserves the right to decline or restrict donations, gifts, and fundraising proceeds, including those that might result in gender inequity or a violation of Title IX. Fundraising opportunities should be equitable for all students, comply with Title IX, and be in harmony with Article X of the Utah Constitution.

The Director will ensure that School employees receive appropriate training in connection with these policies. Training shall be provided at least annually to employees whose job duties are affected by the School's fiscal policies.

The Board will review this policy at least bi-annually.

Scholar Academy
BOARD MEMBER TERMS & ELECTED OFFICERS

Board terms:

1. Dusty Griffith (Board Chair)
 - a. Term Expires: 07/01/2028
2. Traelle Gailey (Vice Chair)
 - a. Term Expires: 07/01/2029
3. Johanna Leonelli (Board Member)
 - a. Term Expires: 07/01/2027
4. Jacob Howarth (Financial Coordinator)
 - a. Term Expires: 06/30/2028
5. Collin Post (Board Member)
 - a. Term Expires: 06/30/2028
6. Sandra Shepard (Board Member)
 - a. Term Expires: 03/26/2028



SCHOLAR ACADEMY

Board Meeting Schedule — 2026-2027 School Year

Below are the tentative Scholar Academy Board Meeting dates for the 2026-2027 school year. Meetings are tentatively scheduled for the last Thursday every other month. These dates are subject to change and additional meetings may take place. All meetings will be posted on the Utah Public Meeting Notice website at least 24 hours in advance.

Meeting #	Date	Time
1	Thursday, September 24, 2026 — Online	5:00 PM
2	Thursday, November 19, 2026 — Online	5:00 PM
3	Thursday, January 28, 2027 — Scholar Academy Library	5:00 PM
4	Thursday, March 25, 2027 — Online	5:00 PM
5	Thursday, May 27, 2027 — Scholar Academy Library	5:00 PM