Jefferson Academy
Board of Directors Meeting

Date: June 8, 2026
Location: 290 N Flint Street, Kaysville, UT 84037
In Attendance: Keith Facer, Natalie Allman, Alana Wilson
Excused Board Members: Paul Smith, Katie Browning
Others Present: Hannah Dorius, Heidi Bauerle, Dawn Benke, Nicole Jones

MINUTES

CALL TO ORDER

Keith Facer called the meeting to order at 7:20PM.

CONSENT ITEMS

- 05.01.2026 Board Meeting Minutes

Keith Facer made a motion to approve the 05.01.2026 Board Meeting Minutes. Alana Wilson seconded the motion. The motion passed unanimously. The votes were as follows: Keith Facer, Aye; Natalie Allman, Aye; Alana Wilson, Aye.

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

At 7:22PM Keith Facer made a motion to move into closed session to discuss the character, professional competence, or physical or mental health of an individual pursuant to Utah Code 52-4-205(I)(a) at AW Services Offices. *Alana Wilson seconded the motion. The motion passed unanimously. The votes were as follows: Keith Facer, Aye; Natalie Allman, Aye; Alana Wilson, Aye.*

At 8:33PM Keith Facer made a motion to move out of closed session. Alana Wilson seconded the motion. The motion passed unanimously. The votes were as follows: Keith Facer, Aye; Natalie Allman, Aye; Alana Wilson, Aye.

REPORTS

- Policy Governance
    - Ends 1.1 Academic Accomplishment
    - Ends 1.5 Appreciation for Learning
    - Ends 1.6 Community Involvement
    - Ends 1.7 School Culture
    - Executive Limitations 2.1 Treatment of Student, Parents and Community
    - Executive Limitations 2.2 Treatment of Staff
    - Executive Limitations 2.3 Financial Planning/Budgeting
    - Executive Limitations 2.6 Asset Protection
    - Executive Limitations 2.7 Compensation and Benefits

    - Executive Limitations 2.8 Communication and Support to the Board
    - Executive Limitations 2.9 Ends Focus of Grants or Contract
    - 3.0 Global Board – Management Delegation
    - 4.0 Global Governance Process Policy

    These policies under Policy Governance were reviewed as a board.

- Finance Report
    - Fraud Risk Assessment
    - Annual Commitment to Ethical Behavior

  Dawn Benke presented the Finance Report to the board. The Fraud Risk Assessment and Annual Commitment to Ethical Behavior were reviewed. The Fraud Risk Assessment is required to be conducted annually and Jefferson Academy is considered "very low risk" for fraud.

VOTING AND DISCUSSION ITEMS

- 2025/2026 Amended Budget
  Dawn Benke presented the 2025/2026 Amended Budget. Adjustments were made to reflect actual revenues and expenditures for the current school year.

- 2026/2027 Proposed Budget
  Dawn Benke presented the 2026/2027 Proposed Budget to the board. Based on 482 students, the budget is conservative in its projections for the upcoming school year, with each line item compared to the prior year.

  Keith Facer made a motion to approve the 2025/2026 Amended Budget and 2026/2027 Proposed Budget. *Alana Wilson seconded the motion. The motion passed unanimously. The votes were as follows: Keith Facer, Aye; Natalie Allman, Aye; Alana Wilson, Aye.*

- Audit Engagement Letter (Statement of Work)
  Dawn Benke presented the Audit Engagement Letter (Statement of Work). This letter is to engage the audit firm Eide Bailly. The audit price increased slightly from the previous year.

  Keith Facer made a motion to approve the Audit Engagement Letter (Statement of Work). Alana Wilson seconded the motion. The motion passed unanimously. The votes were as follows: Keith Facer, Aye; Natalie Allman, Aye; Alana Wilson, Aye.

- 2026/2027 TSSA Plan
  Nicole Jones presented the 2026/2027 TSSA Plan to the board. The plan is similar to previously approved plans with several updates. Nicole Jones explained the minor updates to the board.

- SHiNE Policy
  Nicole Jones presented the SHiNE Policy to the board. The main amendment refined eligibility terms for the salary supplement, including a provision that teachers whose employment ends before the contract term ends will be paid on a prorated basis.
  Keith Facer made a motion to approve the 2026/2027 TSSA Plan and SHiNE Policy. Alana Wilson seconded the motion. The motion passed unanimously. The votes were as follows: Keith Facer, Aye; Natalie Allman, Aye; Alana Wilson, Aye.

- Award RFP for Education Service Provider
  This item was tabled for a future meeting.

- Director Employment Agreement
  The Director Employment Agreement was discussed during closed session.

  Keith Facer made a motion to approve Director Employment Agreement as discussed in closed session. Alana Wilson seconded the motion. The motion passed unanimously. The votes were as follows: Keith Facer, Aye; Natalie Allman, Aye; Alana Wilson, Aye.

- Board Member Terms & Elected Offices
  The board discussed the current board officer positions and the need to confirm and extend member terms. Keith Facer and Alana Wilson's terms were extended for three years.

  Keith Facer made a motion to approve the Board Member Terms & Elected Offices as presented including extending the terms of Keith Facer and Alana Wilson for a 3-year term. Alana Wilson seconded the motion. The motion passed unanimously. The votes were as follows: Keith Facer, Aye; Natalie Allman, Aye; Alana Wilson, Aye.

- Sex Education Committee (Maturation)
  Nicole Jones presented the Sex Education Committee constitution to the board. The committee is remaining the same as previously approved.

  Keith Facer made a motion to approve the Sex Education Committee as presented. Alana Wilson seconded the motion. The motion passed unanimously. The votes were as follows: Keith Facer, Aye; Natalie Allman, Aye; Alana Wilson, Aye.

CALENDARING

- 2026/2027 Board Meeting Calendar
  The 2026/2027 Board Meeting Calendar was reviewed by the board.

ADJOURN

At 9:06PM Keith Facer made a motion to adjourn. Alana Wilson seconded the motion. The motion passed unanimously. The votes were as follows: Keith Facer, Aye; Natalie

Allman, Aye; Alana Wilson, Aye.

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Date: June 8, 2026
Time: 7:00PM
Location: 290 N. Flint Street; Kaysville, UT 84037

CLOSED SESSION SWORN STATEMENT:

At a duly noticed public meeting held on the date listed above, the board of directors for Jefferson Academy entered into a closed session for the sole purpose of discussing the character, professional competence, or physical or mental health of an individual in accordance with Utah Code Ann. 52-4-2(1)(a).

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

Signed on the 8th day of June, 2026, at 290 N Flint Street Kaysville, Utah.

Keith Facer, Board Chair