SCHOLAR ACADEMY
ACHIEVING EXCELLENCE TOGETHER

Scholar Academy
Board of Directors Meeting

Date: June 16th, 2026
Time: 4:30 PM
Location: https://us02web.zoom.us/j/87376667007

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)

- Envision Math Curriculum

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).

CONSENT ITEMS

- May 28th Board Meeting & Closed Session Minutes

VOTING & DISCUSSION ITEMS

- 2025-2026 Amended Budget
- 2026-2027 Proposed Budget
- Eide Bailly Statement of Work
- Envision Math Curriculum Purchase
- Lanschool Purchase
- Frogtummy Website Costs
- Verkada Video Surveillance System Renewal
- Special Education Services Agreement
- Award RFP for Speech Language Therapy Services
- Award RFP for Substitute Teacher Services
- Administrative Compensation
- Policies
  - Amended SHINE Policy

CALENDARING

- Next board meeting is September 24, 2026, via Zoom.

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.

ADJOURN

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SCHOLAR ACADEMY
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SCHOLAR ACADEMY BOARD OF DIRECTOR'S MEETING
EXECUTIVE SUMMARY

ENVISION MATH CURRICULUM

This is a public comment period for the enVision Math curriculum. Per state law, if a school changes curriculum, the board must approve each curriculum before implementation, and the school must allow public comment on the proposed curriculum at no fewer than two board meetings.

Action: *Public Comment Opportunity*

ENVISION MATH CURRICULUM 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. See board documentation for final pricing.

Action: *Board Vote*

LANSCHOOL PURCHASE

Student device monitoring software is used to support classroom management, student safety, and appropriate technology use. The LanSchool purchase is presented for approval.

Action: *Board Vote*

FROGTUMMY WEBSITE COSTS

The Frogtummy website project covers full brand and site design, development, content migration, photography, and initial menu/homepage build, plus ongoing hosting and translation services.

One-time investment: $9,400

Item	Cost
Brand Guide / Website Design & Development	$4,500
Content Migration (40 hrs × $65)	$2,600
"Bragging Rights" First Menu + Home Page	$1,500
Photo Shoot (2 hrs on-site)	$800
Working Groups	$0
Total	**$9,400**

Recurring cost: $370/month ($4,440/year)

Item	Monthly
CMS / SSL / Hosting	$350
Language Translation	$20
Total	**$370**

First-year total cost of ownership: $13,840 ($9,400 one-time + $4,440 recurring).

Action: *Board Vote*

VERKADA CAMERA SYSTEM RENEWAL

Verkada has informed Scholar Academy that licensing costs are expected to increase by approximately 15% after July 1, 2026. Approval prior to that date would allow the school to lock in the current pricing for the selected licensing term, avoiding the projected increase and resulting in savings ranging from $975 to $4,237.50, depending on the term selected. Administration is requesting renewal of the Verkada Camera System that is in use at the school. See board documents for the costs associated with the renewal.
Action: *Board Vote*

2025-2026 AMENDED BUDGET

This budget amendment reflects final adjustments to the prior school year's financials based on actual revenues and expenditures. Variances from the originally approved budget are primarily due to changes in enrollment, program costs, staffing adjustments, and unanticipated expenses and/or savings realized throughout the year. Board approval of this amendment is requested to formally adopt the revised figures and close out the prior fiscal year in accordance with standard financial governance practices.
Action: *Board Vote*

2026-2027 PROPOSED BUDGET

This proposed budget is balanced and designed to support the organization's mission while ensuring compliance with all financial policies and regulations. Board review and approval are requested to authorize implementation for the upcoming fiscal year.
Action: *Board Vote*

EIDE BAILLY STATEMENT OF WORK

Eide Bailly is a regional certified public accounting firm that has performed the school's audit attestation services in prior years. Such attestation services include the audited financial statements, agreed-upon procedures for student enrollment, state compliance procedures, and possibly a single audit. A single audit will be required if the school incurs more than $1M in federal expenditures. Each year the school is required to approve the services. If approved, audit engagement letters will be provided for the board president's or Director's signature.
Action: *Board Vote, designee to sign at later date*

SPECIAL EDUCATION SERVICES AGREEMENT

The Board is asked to review and approve the school's Special Education Services Agreement to ensure the provision of required services to students with disabilities in accordance with their Individualized Education Programs (IEPs) and applicable state and federal special education laws.
Action: *Board Vote & Chair Signature*

AWARD RFP FOR SPEECH AND LANGUAGE THERAPY SERVICES

The Evaluation Committee recommends to the school's Board of Directors that it award the contract for Speech and Language Therapy Services to Connected 2 Therapy for a period not to exceed five years and authorize the Director to negotiate and execute an agreement with the provider.
Action: *Board Vote*

AWARD RFP FOR SUBSTITUTE TEACHER SERVICES

The Evaluation Committee recommends to the school's Board of Directors that it award the contract for Substitute Teacher Services to ESS for a period not to exceed five years and authorize the Director to negotiate and execute an agreement with the provider.
Action: *Board Vote*

ADMINISTRATIVE COMPENSATION

The Board will review and approve administrative compensation, including any end-of-year performance bonuses for school administrators, in alignment with organizational performance. This item may be discussed in closed session.
Action: *Board Vote*

POLICIES

Amended SHiNE Policy

By law, the school must update or re-approve its SHiNE Policy annually. There are no changes recommended with respect to the school's designated high-needs areas. However, in consultation with accounting and legal, some proposed provisions have been added to the policy regarding payment of the salary supplement in certain circumstances, including: (a) if an eligible teacher's employment with the school ends before the salary supplement is paid (e.g., a teacher quits or is fired mid-year), the teacher will receive only a prorated portion of the salary supplement based on the portion of the school year the teacher worked at the school; and (b) if an eligible teacher begins employment with the school after the certified list of salary supplement recipients is finalized, the teacher is not automatically entitled to a salary supplement, but the administrator may, in their discretion and subject to SHiNE funding, award the teacher a prorated salary supplement. A couple of other minor revisions to the policy are recommended as well.
Action: *Board Vote*

Scholar Academy
Board of Directors Meeting

Date: 05.28.2026
Location: 928 N 100 E Basecamp 1, Tooele, UT 84074
In Attendance: Dusty Griffith, Johanna Leonelli, Collin Post, Jacob Howarth, Sandy Shepard
Excused: Traelle Gailey
Others in Attendance: Jeff Hall, Priscilla Stringfellow, Hannah Jones, Jon McQueary

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 5:07 PM.

PUBLIC COMMENT

There were no public comments.

REPORTS

- Director's Report
  Scholar Academy had a strong year on RISE assessments, improving in all three tested areas after last year's declines, with Language Arts and Science each up 5% and Math up 2%; because Math showed the smallest gain, it will be a primary focus next year. The board reviewed several items for possible approval, including parking lot asphalt and striping ($35,326.75), student device monitoring software (about $5,000/year, comparing Go Guardian and LanSchool), Kagan staff training ($10,690), enVision Math curriculum ($19,168.62), and the Reading Horizons literacy renewal ($13,783.20), while a future student information system (Skyward) was noted but held for now. Staff retention was strong, with three new teachers joining and several changes including one retirement, one non-renewal, one teacher taking a year off, and the middle school counselor leaving for family reasons; Mrs. Fidler is moving into a part-time instructional coach role, and Brandon Heaton ("Mr. B") is becoming Vice Principal, with Mrs. Tignor leading instruction and Mr. B overseeing discipline and front office operations. Looking ahead, next year's Strategic Plan focuses on two goals — improving math through curriculum review and stronger foundational instruction and increasing student engagement through whole-staff Kagan training — and the updated TSSA grant now emphasizes early intervention, supported by new Panorama software to help identify and address student needs proactively.
- Budget Report

As of April 30, 2026, Scholar Academy has collected $6,839,802 in revenue, about 81% of its annual budget of $8,463,709, with most funding coming from state sources; federal revenue is running low at 17% but typically arrives later in the year. Total expenses stand at $6,139,234, or 79% of the $7,760,750 budget, leaving a net income of $700,568 — almost exactly on target for the projected annual net of $702,959. Most spending categories are tracking as expected, with the notable exception of Property, which is over budget due to capital purchases. The school's financial position remains strong, with about $5.76 million in operating cash, $933,519 in restricted cash, and a fund balance of $5.28 million, up from $4.0 million the prior year. Completed annually using the Utah State Auditor's questionnaire, this assessment confirms the school's internal financial controls are sound. Scholar Academy scored 355 out of 395 points, placing it in the lowest ("Very Low") risk category. The school earned full credit for separation of duties, board-adopted financial policies, a fraud hotline, an audit committee, and qualified financial staff. It was signed by CAO Jeff Hall and CFO Jacob Howarth on 5/28/2026 for the fiscal year ending June 30, 2026.Each year, board members sign a written statement affirming they have read the school's Ethics Policy and commit to acting ethically, upholding high standards of conduct, and complying with applicable law.

CONSENT ITEMS

- March 26th Board Meeting & Closed Session Minutes
  Sandy Shepard made a motion to approve the March 26th Board Meeting and Closed Session Minutes. Johanna Leonelli seconded. The motion passed unanimously. The votes were as follows: Dusty Griffith, Aye; Johanna Leonelli, Aye; Collin Post, Aye; Jacob Howarth, Aye; Sandy Shepard, Aye.

VOTING & DISCUSSION ITEMS

- Policies
  - Amended Fee Waiver Policy
  - Amended Administration of Medication Policy
  - Review Donations and Fundraising Policy
  - Review Sex Education instruction Policy and Sex Education County Data

  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. 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. Under Utah governance requirements, certain Board policies must be reviewed periodically. The Donation and Fundraising and Sex Education Instruction policies are currently due for scheduled review along with the most recent sex education county data. Currently, no revisions are recommended. *Jacob Howarth made a motion to approve the Amended Fee Waiver Policy and the Amended Administration of Medication Policy. Collin Post seconded. The motion passed unanimously. The votes were as follows: Dusty Griffith, Aye; Johanna Leonelli, Aye; Collin Post, Aye; Jacob Howarth, Aye; Sandy Shepard, Aye.*

- Purchases
  - Asphalt Maintenance
  - Go Guardian Purchase
  - EnVision Math
  - Reading Horizons
- Kagan Professional Development Training Costs

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. 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. 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. 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. 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.
Sandy Shepard made a motion to approve the Asphalt Maintenance Purchase, Reading Horizons Purchase, and Kagan Professional Development Training Costs, and table the Envision Math Purchase, and table the Go guardian Purchase. Jacob Howarth seconded. The motion passed unanimously. The votes were as follows: Dusty Griffith, Aye; Johanna Leonelli, Aye; Collin Post, Aye; Jacob Howarth, Aye; Sandy Shepard, Aye.

- Mental Health Grant
- 2026-2027 Sex Education Committee
- 2026-2027 TSSA Plan

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. 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.
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.

Collin Post made a motion to approve the Mental Health Grant, the 2026-2027 Sex Education Committee, and the 2026-2027 TSSA Plan. Sandy Shepard seconded. The motion passed unanimously. The votes were as follows: Dusty Griffith, Aye; Johanna Leonelli, Aye; Collin Post, Aye; Jacob Howarth, Aye; Sandy Shepard, Aye.

- Board Member Terms & 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 currently. 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.
  Dusty Griffith made a motion to approve the Board Member Terms & Elected Officers as discussed. Jacob Howarth seconded. The motion passed unanimously. The votes were as follows: Dusty Griffith, Aye; Johanna Leonelli, Aye; Collin Post, Aye; Jacob Howarth, Aye; Sandy Shepard, Aye.

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 6:38 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(I)(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; Jacob Howarth, Aye; Sandy Shepard, Aye.

At 7:33 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; Jacob Howarth, Aye; Sandy Shepard, Aye.

- Administrative Compensation
  There was no vote or discussion on Administrative Compensation in the general session of the meeting.

- 2026-2027 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.
Dusty Griffith made a motion to approve the 2026-2027 Director Employment Agreement as discussed in closed session. Jacob Howarth seconded. The motion passed unanimously. The votes were as follows: Dusty Griffith, Aye; Johanna Leonelli, Aye; Collin Post, Aye; Jacob Howarth, Aye; Sandy Shepard, Aye.

CALENDARING

- 2026-2027 Board Meeting Calendar
  The board discussed the proposed 2026-2027 Board Meeting calendar.
  Dusty Griffith made a motion to approve the 2026-2027 Board Meeting Calendar. Johanna Leonelli seconded. The motion passed unanimously. The votes were as follows: Dusty Griffith, Aye; Johanna Leonelli, Aye; Collin Post, Aye; Jacob Howarth, Aye; Sandy Shepard, Aye.

  The next board meeting is June 16th at 4:30 PM on Zoom.

ADJOURN

At 7:46 PM Dusty Griffith 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; Jacob Howarth, Aye; Sandy Shepard, Aye.

SCHOLAR ACADEMY
ACHIEVING EXCELLENCE TOGETHER

Board of Directors Closed Session

Meeting Date: 05.28.2026
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 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 28th day of May, located in Tooele, UT.

____
Dusty Griffith, Board Chair

SCHOLAR ACADEMY

ACHIEVING EXCELLENCE TOGETHER

Director's Report

June 2026

LanSchool Air vs. GoGuardian

After reviewing our experience with GoGuardian this year, administration is recommending a return to LanSchool Air. Scholar Academy successfully utilized LanSchool for more than ten years prior to the switch. While GoGuardian offers many similar features, staff feedback and administrative experience indicate that LanSchool better meets our needs and provides a more effective classroom management solution.

The two platforms are comparable in functionality, but we have found LanSchool to be the stronger option for our school environment. Administration is recommending a return to LanSchool beginning with the 2026-2027 school year.

Verkada License Renewal Consideration

Administration is presenting an option to renew our Verkada licensing agreement early. Verkada has informed us that licensing costs are expected to increase by approximately 15% after July 1.

While our current agreement does not require immediate renewal and we would be renewing several months ahead of schedule, an early renewal would allow the school to lock in current pricing and avoid the upcoming increase.

This is being presented as a financial consideration for the Board. Renewing now could result in overall cost savings compared to waiting until the current agreement expires.

School Website Review

Administration has spent time reviewing websites from other schools and comparing them to Scholar Academy's current website. While our current website is maintained by a dedicated staff member who works hard to keep information updated, we feel the overall appearance and professionalism of the site does not compare favorably to many other schools.

A school's website is often the first interaction prospective families have with the school. It serves as our public face and an important opportunity to showcase who we are, what makes Scholar Academy unique, and the successes of our students and staff. Currently, we feel our website does not fully capture or communicate the quality of the educational experience we provide.

Administration has begun exploring options for a professional redesign and maintenance plan. We currently budget approximately $1,000 annually for advertising and outreach. Investing in a more professional website may be one of the most effective ways to increase community awareness, improve first impressions, and better communicate the value of Scholar Academy to prospective families.

Special Education Staffing Update

As part of the budgeting and staffing process for the 2026-2027 school year, administration has reduced Special Education staffing while continuing to maintain required services for students.

SPED Staffing Comparison

Position	2025-2026	2026-2027	Change
SPED Teachers	4.00 FTE	3.66 FTE	-0.34 FTE
SPED Teaching Assistants	5.83 FTE	4.33 FTE	-1.50 FTE
Total SPED Staffing	**9.83 FTE**	**7.99 FTE**	**-1.84 FTE**

Overall, SPED staffing has decreased from 9.83 FTE to 7.99 FTE, representing a reduction of approximately 18.7%.

This reduction was accomplished through staffing adjustments and attrition while continuing to provide required services and supports to students. Administration will continue to monitor caseloads, student needs, and service requirements throughout the year to ensure appropriate support remains in place.

Scholar Academy
Proposed Initial FY27 Budget and Final FY26 Budget
For Approval at June 2026 Board Meeting

Accounts	Actual FY2025 Results	Original FY2026 Budget	Current P&L Through 4-30-26	Proposed FY2026 Amended	Proposed FY2027 (All Funds)
Income					
1000 - Revenue From Local Sources	355,029	347,585	287,712	333,254	338,113
3000 - Revenue From State Sources	7,286,985	7,759,332	6,490,292	7,860,413	8,098,872
4000 - Revenue From Federal Sources	600,327	356,793	61,798	337,139	417,889
5000 - Other Financing Sources					
Total Income	**8,242,341**	**8,463,709**	**6,839,802**	**8,530,806**	**8,854,874**
Gross Margin	8,242,341	8,463,709	6,839,802	8,530,806	8,854,874
Gross Margin %	100.0%	100.0%	100.0%	100.0%	100.0%
Expenses					
0100 - Salaries	3,600,459	3,875,750	2,803,853	3,972,272	4,450,205
0200 - Employee Benefits	1,010,208	1,118,000	726,302	1,093,440	1,150,000
0300-Purchased Professional and Technical Services	616,270	665,000	649,328	851,314	880,000
0400-Purchased Property Services	97,356	254,500	72,681	280,645	131,500
0500-Other Purchased Services	109,808	113,500	97,759	135,577	139,500
0600-Supplies and Materials	604,689	760,000	641,763	843,335	750,000
0700-Property	0	50,000	298,784	333,128	110,000
0800-Debt Service and Miscellaneous	853,739	924,000	848,763	866,580	881,750
Total Expenses	**6,892,530**	**7,760,750**	**6,139,234**	**8,376,291**	**8,492,955**
Net Income	1,349,811	702,959	700,568	154,515	361,920
Net Income %	16.4%	8.3%	10.2%	1.8%	4.1%
EBITDA	1,349,811	702,959	700,568	154,515	361,920
EBITDA %	16.4%	8.3%	10.2%	1.8%	4.1%

Notes:

Original FY26 Budget based on 686

Updated FY26 Estimate from State based on 680 Students

Original FY27 Budget based on 685 Students

[Date] [Client#]

Board of Directors
Client Name
Street Address
City, State Zip

This document constitutes a statement of work ("SOW") under the most recently executed Master Services Agreement ("MSA"), made by and between Eide Bailly LLP ("Eide Bailly", "we," "us," and "our") and [INSERT CLIENT NAME] ("Client," "you," "your," or "the entity"). We are pleased to confirm our understanding of the terms and objectives of our engagement and the nature and limitations of the services Eide Bailly will provide for the entity as of and for the year ended June 30, 2025.

Ken Jeppesen is the engagement partner for the audit services specified in this letter. The engagement partner's responsibilities include supervising services performed as part of this engagement and signing or authorizing another qualified firm representative to sign the audit report.

Scope of Audit Services

Audit of the Financial Statements

We will audit the financial statements of governmental activities, business-type activities, aggregate discretely presented component units, each major fund, and the aggregate remaining fund information, and the related notes to the financial statements, which collectively comprise the entity's basic financial statements.

The Governmental Accounting Standards Board (GASB) provides for certain required supplementary information (RSI) to accompany the entity's basic financial statements. The RSI will be subjected to certain limited procedures, but will not be audited.

If presented, we will also evaluate and report on the presentation of supplementary information other than RSI accompanying the financial statements in relation to the financial statements as a whole.

Audit of Major Program Compliance

In addition, we will audit the entity's compliance over major federal award programs, as necessary.

Schedule of Expenditures of Federal Awards

We will subject the schedule of expenditures of federal awards (SEFA) to the auditing procedures applied in our audit of the basic financial statements and certain additional procedures, including comparing and reconciling the schedule to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and additional procedures in accordance with auditing standards generally accepted in the United States of America. We intend to provide an opinion on whether the schedule of expenditures of federal awards is presented fairly in all material respects in relation to the financial statements as a whole.

Audit Objectives

Our audits will be conducted with the objectives of our expressing an opinion on each opinion unit and an opinion on compliance regarding the entity's major federal award programs. The objectives of our audit of the financial statements are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with auditing standards generally accepted in the United States of America (GAAS) and in accordance with *Government Auditing Standards*, and/or any state or regulatory audit requirements will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

The objectives of our compliance audit are to obtain sufficient appropriate audit evidence to form an opinion and report at the level specified in the governmental audit requirement about whether the entity complied in all material respects with the applicable compliance requirements and identify audit and reporting requirements specified in the governmental audit requirement that are supplementary to GAAS and Government Auditing Standards , if any, and perform procedures to address those requirements.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that certain information be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board (GASB), who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the required supplementary information (RSI) in accordance with auditing standards generally accepted in the United States of America. We will not express an opinion or provide any form of assurance on the RSI.

Supplementary Information other than RSI

Supplementary information other than RSI will accompany [Client] 's basic financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the basic financial statements and certain additional procedures, including comparing and reconciling the supplementary information to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and additional procedures in accordance with auditing standards generally accepted in the United States of America. We intend to provide an opinion on the following supplementary information in relation to the basic financial statements as a whole:

- Management's Discussion and Analysis
- Statement of Revenues, Expenditures and Changes in Fund Balance- Budget and Actual- General Fund
- Notes to Required Supplementary Information

Auditor Responsibilities, Procedures, and Limitations

We will conduct our audit in accordance with GAAS, the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States of America; the audit requirements of Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

As part of our audit, we will:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of the system of internal control in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements, including the amounts and disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the entity's ability to continue as a going concern for a reasonable period of time.

There is an unavoidable risk, because of the inherent limitations of an audit, together with the inherent limitations of internal control, that some material misstatements may not be detected, even though the audit is properly planned and performed in accordance with U.S. GAAS, *Government Auditing Standards* of the Comptroller General of the United States of America and/or state or regulatory audit requirements. Because we will not perform a detailed examination of all transactions, material misstatements, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity, may not be detected.

In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management and those charged with governance of any material errors, fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management and those charged with governance of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential.

Audit of Major Program Compliance
Our audit of your major federal award program(s) compliance will be conducted in accordance with the requirements of the Single Audit Act, as amended; and the provisions the Uniform Guidance; and will include tests of accounting records, a determination of major programs in accordance the Uniform Guidance, and other procedures we consider necessary to enable us to express such an opinion on major federal award program compliance and to render the required reports. We cannot provide assurance that an unmodified opinion on compliance will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion or withdraw from the engagement.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether material noncompliance with applicable laws and regulations, the provisions of contracts and grant agreements applicable to major federal award programs, and the applicable compliance requirements occurred, whether due to fraud or error, and express an opinion on the entity's compliance based on the audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the entity's compliance with the requirements of the federal programs as a whole.

As part of a compliance audit in accordance with GAAS, *Government Auditing Standards* of the Comptroller General of the United States of America, and/or any state or regulatory audit requirements, we exercise professional judgment and maintain professional skepticism throughout the audit. We also identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks.

Our procedures will consist of determining major federal programs and performing the applicable procedures described in the U.S. Office of Management and Budget *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the entity's major programs and performing such other procedures as we considers necessary in the circumstances. The purpose of those procedures will be to express an opinion on the entity's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Also, as required by the Uniform Guidance, we will obtain an understanding of the entity's internal control over compliance relevant to the audit in order to design and perform tests of controls to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each of the entity's major federal award programs. Our tests will be less in scope than would be necessary to render an opinion on these controls and, accordingly, no opinion will be expressed in our report. However, we will communicate to you regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we have identified during the audit.

We will issue a report on compliance that will include an opinion or disclaimer of opinion regarding the entity's major federal award programs, and a report on internal controls over compliance that will report any significant deficiencies and material weaknesses identified; however, such report will not express an opinion on internal control.

Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Management Responsibilities
Our audit will be conducted on the basis that management and, when appropriate, those charged with governance, acknowledge and understand that they have responsibility:

a. For the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America;

b. For the design, implementation, and maintenance of the system of internal control relevant to the preparation and fair presentation of basic financial statements that are free from material misstatement, whether due to error fraudulent financial reporting, misappropriation of assets, or violations of laws, governmental regulations, grant agreements, or contractual agreements;
c. For identifying, in its accounts, all federal awards received and expended during the period and the federal programs under which they were received;
d. For maintaining records that adequately identify the source and application of funds for federally funded activities;
e. For preparing the schedule of expenditures of federal awards (including notes and noncash assistance received) in accordance with the Uniform Guidance requirements;
f. For designing, implementing, and maintaining effective internal control over federal awards that provides reasonable assurance that the entity is managing federal awards in compliance with federal statutes, regulations, and the terms and conditions of the federal awards;
g. For identifying and ensuring that the entity complies with federal laws, statutes, regulations, rules, provisions of contracts or grant agreements, and the terms and conditions of federal award programs and implementing systems designed to achieve compliance with applicable federal statutes, regulations, and the terms and conditions of federal award programs;

h. For disclosing accurately, currently, and completely the financial results of each federal award in accordance with the requirements of the award;
i. For identifying and providing report copies of previous audits, attestation engagements, or other studies that directly relate to the objectives of the audit, including whether related recommendations have been implemented;
j. For taking prompt action when instances of noncompliance are identified;
k. For addressing the findings and recommendations of auditors, for establishing and maintaining a process to track the status of such findings and recommendations and taking corrective action on reported audit findings from prior periods and preparing a summary schedule of prior audit findings;
l. For following up and taking corrective action on current year audit findings and preparing a corrective action plan for such findings;
m. For submitting the reporting package and data collection form to the appropriate parties;
n. For making the auditor aware of any significant contractor relationships where the contractor is responsible for program compliance;
o. To provide us with:
    i. Access to all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements, including the disclosures, such as records, documentation, and other matters;
    ii. Additional information that we may request from management for the purpose of the audit;
    iii. Unrestricted access to persons within the entity and others from whom we determine it necessary to obtain audit evidence;
p. For identifying and ensuring that the entity complies with the laws and regulations applicable to its activities;
q. For adjusting the basic financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the current period under audit are immaterial, both individually and in the aggregate, to the financial statements as a whole;
r. For acceptance of nonattest services, including identifying the proper party to oversee nonattest work;
s. For maintaining adequate records, selecting and applying accounting principles, and safeguarding assets.
t. For informing us of any known or suspected fraud affecting the entity involving management, employees with significant role in the system of internal control and others where fraud could have a material effect on the financials; and

u. For the accuracy and completeness of all information provided.
v. If applicable, for including the auditor's report in any document containing financial statements that indicates that such financial statements have been audited by us, including:
    i. A written acknowledgement of all the documents that management expects to issue that will be included in the annual report and the planned timing and method of issuance of that annual report; and
    ii. A final version of the annual report (including all the documents that, together, comprise the annual report) in a timely manner prior to the date of the auditor's report.

With regard to the schedule of expenditures of federal awards referred to above, you acknowledge and understand your responsibility (a) for the preparation of the schedule of expenditures of federal awards in accordance with the applicable criteria, (b) to provide us with the appropriate written representations regarding the schedule of expenditures of federal awards, (c) to include our report on the schedule of expenditures of federal awards in any document that contains the supplementary information and that indicates that we have reported on such schedule, and (d) to present the schedule of expenditures of federal awards with the audited financial statements, or if the schedule of expenditures of federal awards will not be presented with the audited financial statements, to make the audited financial statements readily available to the intended users of the schedule no later than the date of issuance by you of the supplementary information and our report thereon.

With regard to the supplementary information referred to above, you acknowledge and understand your responsibility: (a) for the preparation of the supplementary information in accordance with the applicable criteria; (b) to provide us with the appropriate written representations regarding supplementary information; (c) to include our report on the supplementary information in any document that contains the supplementary information and that indicates that we have reported on such supplementary information; and (d) to present the supplementary information with the audited basic financial statements, or if the supplementary information will not be presented with the audited basic financial statements, to make the audited basic financial statements readily available to the intended users of the supplementary information no later than the date of issuance by you of the supplementary information and our report thereon.

Management agrees they are responsible for the distribution of reports issued in conjunction with this engagement to those charged with governance, entity officials, oversight bodies, or other organizations requiring audits, as applicable.

As part of our audit process, we will request from management and, when appropriate, those charged with governance, written confirmation concerning representations made to us in connection with the audit.

Responsibilities and Limitations Related to Nonattest Services

For all nonattest services we may provide to you, management agrees to assume all management responsibilities for (a) making all management decisions and performing all management functions; (b) assigning a competent individual to oversee the services; (c) evaluating the adequacy of the services performed; (d) evaluating and accepting responsibility for the results of the services performed; and (e) designing, implementing, and maintaining the system of internal control, including the process used to monitor the system of internal control.

We will provide the following nonattest services:

- Prepare or assist with the preparation of your financial statements and the related notes.
- Prepare or assist in preparing the government-wide statements and conversion entries and note disclosures.
- Preparation of federal and state income tax returns
- Prepare or assist with the preparation of the schedule of expenditures for federal awards, as necessary.

- Completion of the Auditee’s portion of the Data Collection Form, as necessary.

Our responsibilities and limitations of the nonattest services are as follows:

- We will perform the services in accordance with applicable professional standards.
- The nonattest services are limited to the services previously outlined above. Our firm, in its sole professional judgment, reserves the right to refuse to do any procedure or take any action that could be construed as making management decisions or assuming management responsibilities.

You are also responsible for ensuring that your data and records are complete and that you have received sufficient information to oversee the services.

Reporting

We will issue a written report upon completion of our audit of your financial statements. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinion, add an emphasis-of-matter or other-matter paragraph to our auditors' report, or if necessary, withdraw from the engagement. If our opinion is other than unmodified, we will discuss the reasons with you in advance. If circumstances occur related to the condition of your records, the availability of sufficient, appropriate audit evidence, or the existence of a significant risk of material misstatement of the financial statements caused by error, fraudulent financial reporting, or misappropriation of assets, which in our professional judgment prevent us from completing the audit or forming an opinion on the financial statements, we retain the right to take any course of action permitted by professional standards, including declining to express an opinion or issue a report, or withdrawing from the engagement.

In accordance with the requirements of *Government Auditing Standards*, we will also issue a written report describing the scope of our testing over internal control over financial reporting and over compliance with laws, regulations, and provisions of grants and contracts, including the results of that testing. However, providing an opinion on internal control and compliance over financial reporting will not be an objective of the audit and, therefore, no such opinion will be expressed.

Data Collection Form

Prior to the completion of our engagement, we will complete the sections of the Data Collection Form that are our responsibility. The form will summarize our audit findings, amounts and conclusions. It is management’s responsibility to submit a reporting package including financial statements, schedule of expenditure of federal awards, summary schedule of prior audit findings and corrective action plan along with the Data Collection Form to the Federal Audit Clearinghouse. The financial reporting package must be text searchable, unencrypted, and unlocked. Otherwise, the reporting package will not be accepted by the Federal Audit Clearinghouse. We will assist you in the electronic submission and certification. You may request from us copies of our report for you to include with the reporting package submitted to pass-through entities.

The Data Collection Form is required to be submitted within the earlier of 30 days after receipt of our auditors’ reports or nine months after the end of the audit period, unless specifically waived by a federal cognizant or oversight agency for audits. Data Collection Forms submitted untimely are one of the factors in assessing programs at a higher risk.

Engagement Administration and Other Matters

We understand that your employees will prepare all confirmations, account analyses, and audit schedules we request and will locate any documents or invoices selected by us for testing. Details of information we expect to need for our audit and the dates required will be provided separately.

You agree to share all facts that may affect your financial statements, even if you first become aware of those facts after the date of the auditor’s report but before the date your financial statements are issued.

Government Auditing Standards require that we provide, upon request, a copy of our most recent external peer review report and any subsequent review reports to the party contracting for the audit. Accordingly, we will provide a copy of our most recent peer review report at your request.

Eide Bailly LLP has owners that are not licensed as certified public accountants as permitted under Section 5079 of the California Business Code. The nature of the services to be provided in conjunction with this engagement are such that non-licensee owners may be involved in performing our services.

Engagement Fees

Our fees are based on the amount of time required at various levels of responsibility. We estimate that our fee for the financial statement audit and state compliance procedures will be $13,600. If a Single Audit is required, these fees will be billed separately. A service charge of 1% per month, which is an annual rate of 12%, will be added to all accounts unpaid 30 days after billing date.

The ability to perform and complete our engagement consistent with the estimated fee included above depends upon the quality of your underlying accounting records and the timeliness of your personnel in providing information and responding to our requests. To assist with this process, we will provide you with an itemized request list that identifies the information you will need to prepare and provide in preparation for our engagement, as well as the requested delivery date for those items. A lack of preparation, including not providing this information in an accurate and timely manner, unanticipated audit adjustments, and/or untimely assistance by your personnel may result in an increase in our fees and/or a delay in the completion of our engagement.

We will advise you if unexpected circumstances require significant additional procedures resulting in a substantial increase in the fee estimate.

Changes in Professional Standards

Standard setters and regulators continue to evaluate and modify standards. Such changes may result in new or revised financial reporting and disclosure requirements or expand the nature, timing, and scope of the activities we are required to perform. To the extent that the amount of time required to provide the services described in the SOW increases due to such changes, our fee may need to be adjusted. We will discuss such circumstances with you prior to performing the additional work.

Use of Financial Statements

Should you decide to include or incorporate by reference these financial statements and our auditors' report thereon in a future private placement or other offering of equity or debt securities, you agree that we are under no obligation to reissue our report or provide consent for the use of our report in such a registration or offering document. We will determine, at our sole discretion, whether we will reissue our report or provide consent for the use of our report only after we have performed the procedures we consider necessary in the circumstances. If we decide to reissue our report or consent to the use of our report, we will be required to perform certain procedures including, but not limited to, (a) reading other information incorporated by reference in the registration statement or other offering document, and (b) subsequent event procedures. These procedures will be considered an engagement separate and distinct from our audit engagement, and we will bill you separately.

If we decide to reissue our report or consent to the use of our report, you agree that we will be included on each distribution of draft offering materials, and we will receive a complete set of final documents.

If we decide not to reissue our report or decide to withhold our consent to the use of our report, you may be required to engage another firm to audit periods covered by our audit reports, and that firm will likely bill you for its services. While the successor auditor may request access to our workpapers for those periods, we are under no obligation to permit such access.

Termination
The engagement contemplated by this SOW shall terminate upon the earlier of completion of the services described herein or as described in the MSA.

Agreement
We appreciate the opportunity to provide the services described in this SOW under the MSA. This SOW and the MSA constitute the entire agreement regarding these services and supersedes all prior agreements (whether oral or written), understandings, negotiations, and discussions between you and Eide Bailly related to audit services. Please sign, date, and return this SOW to us to indicate your acknowledgment and understanding of, and agreement with, the arrangements for our audit of your financial statements including the terms of our engagement and the parties' respective responsibilities. By signing this SOW, you represent and warrant that you are authorized to sign on behalf of and bind each client and any affiliate identified herein.

Sincerely,

Eide Bailly LLP

Eide Bailly LLP

AGREED TO AND ACCEPTED:

Name: ____

Title: ____

Date: ____

Lanschool quote for Scholar	Quote #019545 v1

Prepared For:
Scholar Academy
Karen Morgan
Scholar Charter School
928 North 100 East
Tooele, UT 84074
P: (435) 268-1753
E: kmorgan@scholarcharter.org

Prepared by:
DHE Computer Systems - CO
Marvin Hearn
7076 South Alton Way
Building C
Centennial, CO 80112
P: 3032906050
E: marvin.hearn@dhecs.com

Date Issued:
05.29.2026
Expires:
06.28.2026

Products

Product ID	Customer Description	Qty	Price	Tax	Total Price
4L40Y99064	Lenovo LanSchool License 1YR Up to 1499 seats	750	$6.50	$0.00	$4,875.00
				Subtotal:	**$4,875.00**

Quote Summary	Amount
Products	$4,875.00
Total:	**$4,875.00**

DHE reserves the right to change or cancel any order due to unforeseen price changes by any of the manufactures that we provide a quote for. This could include Tariffs, shipping cost increases, product constraints or other unknown cost increases.

Acceptance

DHE Computer Systems - CO

Marvin Hearn
Signature / Name

05/29/2026
Date

Scholar Academy

Karen Morgan
Signature / Name Initials

Date

SAVVAS LEARNING COMPANY

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

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

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

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

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

Savvas Learning Company LLC Terms and Conditions

To place your order please submit a copy of this price quote with your Purchase Order, include the Quote Number on your Purchase Order, and include any other required documentation.We have several ways you can place your order with Savvas Learning Company:

- **my Savvas Orders:**
  www.mysavvasorders.savvas.com
- Create a case online at:
  https://support.savvas.com/support/s/
  by clicking the **Place and Manage Orders** tile on the my Savvas Support home page
- **Phone:** 800-848-9500

Savvas does not accept Credit Card information via postal mail, facsimile, or email. Credit Card information will only be accepted via phone, eCommerce, or my Savvas Orders. For questions regarding your order please call Customer Service: 1-800-848-9500.

Price quote: This is a price quote for the customer's convenience only, and not an offer to contract. All quotes are subject to review and final acceptance by an authorized representative of Savvas at its offices. Savvas reserves the right to correct typographical, computational or other errors. Savvas' standard payment terms are net 30 days unless otherwise specified. All pricing is in US Dollars unless otherwise specified. Pricing calculations use multiple decimal places to determine the most accurate extended pricing but are represented in standard currency format.

Shipping & handling charges (where applicable) are shown on the quote. S&H rates quoted are for standard ground transportation and may not reflect account contracted rates. If expedited shipping is requested, actual charges may be higher. For orders picked up at the Savvas warehouse by the customer or a third party carrier contracted by the customer, a 2% handling charge will be applied to shippable items. The 2% charge will appear on the customer proposal and invoice as a S&H charge.

Taxes: All pricing in this quote is exclusive of any applicable sales, use or other similar taxes or duties. The customer is responsible for any such taxes or duties that may apply; if the customer is tax exempt, evidence of such tax exemption must be provided. Estimated tax may be provided solely for customer convenience. The amount indicated is only an estimate and is intended to be helpful for budgeting purposes. The actual amount of sales tax assessed at the time of invoicing may be more or less.

Platforms: Savvas, and any third party for which Savvas serves as the sales agent or distributor, reserve the right to change and/or update technology platforms, including possible edition updates to customers during the term of access. Customers will be notified of any change prior to the beginning of the new school year.

Damaged & Defective Products: If a print product, or the print component of a blended (print & digital) product, is received in damaged or defective condition, Savvas will issue a credit or replacement at no charge to the customer if the customer promptly (no later than 120 days) returns the damaged or defective product. Customers must report missing product immediately upon receipt.

Return Policy: Returns (other than damaged or defective products) are subject to the following conditions: (a) materials must be returned to Savvas at the customer's expense in new, unused condition, suitable for resale by Savvas (note that any barcoding, stickering, stamping or similar marking on any print materials renders them unsuitable for resale); (b) materials must be returned within six (6) months from the date of purchase; (c) the customer must obtain a Return Materials Authorization ("RMA") from Savvas prior to returning the materials, and must ship the materials back to Savvas within thirty days of receiving the RMA; (d) all materials sold in a set or package must be returned complete as originally sold; and (e) any materials provided by Savvas to the customer on a no-charge basis in consideration of the customer's purchase must be returned in proportion to the purchased materials that are being returned for a credit. A restocking fee of 3% may be applied to credits over $1,000. Savvas' return policy does not apply to science lab kits or trade publication novels, which are sold on a non-returnable basis.

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

Annual subscriptions for iLit and Successmaker Only: Savvas' iLit and Successmaker products (and no others) automatically renew on the anniversary date of the original purchase and will be invoiced accordingly unless otherwise specified. If you wish to cancel, please let us know in writing prior to the date of renewal by completing the customer service request form which you can access here:
https://support.savvas.com/support/s/customer-service-support-form

Technical support services are included with purchase of Savvas digital products. **Online help:**
https://support.savvas.com/support/s/k12-curriculum-support-form
phone: 1-800-848-9500

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://mysavvastraining.com

SPECIAL EDUCATION SERVICES AGREEMENT

This **SPECIAL EDUCATION SERVICES AGREEMENT** (the "**Agreement**") is entered into with an effective date of July 1, 2026 (the "**Effective Date**") by and between **Scholar Academy**, a Utah nonprofit corporation (the "**School**"), and **Academica West, LLC**, a Utah limited liability company ("**Academica West**").

RECITALS

A. The School has received a charter (the "**Charter**") from the Utah State Charter School Board (the "**Authorizer**") to operate a charter school.

B. The School desires to ensure that it provides special education services to its students and operates its special education program in accordance with the requirements of its Charter and applicable laws.

C. Academica West has expertise and knowledge regarding the requirements associated with providing special education services and operating a special education program in compliance with applicable legal requirements.

D. The School believes that contracting with Academica West for special education services will allow the School's administration to more successfully meet the requirements associated with providing special education services to its student and operating a special education program.

E. The School and Academica West desire to enter into this Agreement for the purpose of having Academica West provide certain special education services to the School as set forth herein.

AGREEMENT

1. **Services to be Performed by Academica West.** Academica West will perform certain services related to the School's special education program (the "**Services**") as requested by the School up to 40 hours during the 2025-2026 school year. Unused hours will not roll over to any subsequent year. Service hours in excess of the agreed-upon amount will be billed at the same pro-rata rate but must be approved in advance by the School's director. The Services and applicable limitations are identified in **Exhibit A** attached to this Agreement.

2. **Compensation.** As compensation for the Services, the School will pay Academica West a fee in the amount of Fifteen Thousand Dollars ($15,000) (the "**Fee**"). Academica West will invoice the School for the Fee upon the execution of this Agreement, and the School will pay Academica West by check within thirty (30) days of the date of the invoice. No portion of the fee is refundable except as provided in Section 5, below.

3. **Independent Contractor Status**. The relationship between Academica West and the School shall be that of independent contractor and contractee. Academica West shall not be

considered an employee, partner, joint venturer, representative or agent of the School in connection with any of the transactions or relationships contemplated under this Agreement. Academica West shall not be authorized, without the prior written consent of the School in each specific case, to act on behalf of or to bind the School.

4. **Term and Termination**. This Agreement shall run for a term of one (1) year from the Effective Date. However, either party may terminate this Agreement at any time by giving sixty (60) days written notice of termination to the other party.

5. **Effect of Termination on Compensation**. In the event of termination of this Agreement, Academica West shall be entitled to retain the pro rata portion of the Fee through the date of termination and will refund to the School the remaining pro rata portion of the Fee within thirty (30) days of the termination date.

6. **Data Confidentiality**. The terms of the attached Data Confidentiality Addendum shall be considered part of this Agreement.

7. **Indemnification.** Each party shall defend, indemnify, and hold harmless the other party and its affiliates and their officers, directors, employees, agents, successors, and permitted assigns from and against all claims, losses, damages, liabilities, deficiencies, actions, judgments, interest, awards, penalties, fines, costs or expenses of whatever kind (including reasonable attorneys' fees) arising out of or resulting from the acts or omissions of the indemnifying party or its employees, agents or contractors in connection with the provision of special education services.

8. **Miscellaneous**.

(a) Neither party will be considered in default of this Agreement if the performance of any part or all of this Agreement is prevented, delayed, hindered or otherwise made impracticable or impossible by reason of any strike, flood, hurricane, riot, fire, explosion, war, act of God, sabotage, accident or any other casualty or cause beyond either party's control and which cannot be overcome by reasonable diligence and without unusual expense.

(b) This Agreement may be altered, changed, added to, deleted from or modified only through the voluntary, mutual consent of the parties.

(c) Neither party will assign this Agreement without the written consent of the other party; such consent will not be unreasonably withheld.

(d) No waiver of any provision of this Agreement will be deemed or will constitute a waiver of any other provision unless expressly stated.

(e) If any provision or any part of this Agreement is determined to be unlawful, void or invalid, that determination will not affect any other provision or any part of any other provision of this Agreement and all such provisions will remain in full force and effect.

(f) This Agreement is not intended to create any rights for any third-party beneficiary.

(g) This Agreement is made and entered into in the State of Utah and will be interpreted according to the laws of that state.

(h) Every notice, approval, consent or other communication authorized or required by this Agreement will not be effective unless it is in writing and sent postage prepaid by United States mail, directed to the other party at its address hereinafter provided or such other address as either party may designate by notice from time to time in accordance herewith:

Academica West, LLC
290 N. Flint St., Suite A
Kaysville, UT 84037

Scholar Academy
928 N. 100 E.
Tooele, UT 84074

(i) The headings in this Agreement are for convenience and reference only and in no way define, limit or describe the scope of this Agreement and will not be considered in the interpretation of this Agreement or any provision hereof.

(j) This Agreement may be executed in any number of counterparts, each of which will be an original, but all of which together will constitute one Agreement.

(k) Each of the persons executing this Agreement has the full power and authority to execute this Agreement on behalf of the party for whom he or she signs.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the Effective Date.

Scholar Academy,
a Utah nonprofit corporation

____
Name: ______________________
Title: ______________________

ACADEMICA WEST, LLC,
a Utah limited liability company

____
Matthew Mouritsen, President

EXHIBIT A
Description of the Services

Over the term of the Agreement, Academica West will provide the School with service in the following categories as requested by the School:

Student Observations: The Education Specialist will conduct academic or behavioral student observations.

High Conflict Individual Education Programs: The Education Specialist will review the Individual Education Program and attend the meeting when a conflict arises.

Progress Monitoring: The Education Specialist will set up systems of support to develop a program for progress monitoring.

Required Timelines: The Education Specialist will set up systems of support to develop a database on due dates for Individual Education Programs and Initial Evaluations and and Re-evaluations.

Teacher Mentoring: The Education Specialist will mentor special education teachers in need of support. This can include development of Individual Education Programs, Initial and Re-evaluations. The Education Specialist can act as Teacher of Record as needed.

Professional Development: The Education Specialist will develop and provide professional development to whole school or special education departments. Schools are required to provide advance notice to give the specialist preparation time.

Paraprofessional Training: The Education Specialist will mentor paraprofessionals in need of support. This can include goal setting, observations of paraprofessionals, goal setting, behavior training and other services as requested.

State and Federal Reporting: The Education Specialist will complete required state and federal reporting including: Extended Year for Special Educators, personnel report, and other reports as assigned.

Grant Writing: The Education Specialist will complete grant applications, grant monitoring and follow-up reports.

Indicator Visit Support: The Education Specialist will provide support for indicator visits including review of files being audited, support during the visit and assist in completion of corrections.

Full Monitoring Visit Support: The Education Specialist will provide support for monitoring visits including pre-visit support, support during the visit and assist in completion of corrections.

Program Improvement Plan: The Education Specialist will complete the draft, final Program Improvement Plan and submit it to UPIPS with the support of the Special Education Director.

Policies and Procedures Manual: The Education Specialist will complete the policies and procedures manual as directed by the Utah State Board of Education, including support for presentation to the state and local board.

Internal Monitoring: The Education Specialist will conduct internal monitoring, including training special education teachers on UPIPS.

Appeals for Results Driven Accountability: The Education Specialist will complete appeals for Results Driven Accountability, with the assistance of the special education director.

DATA CONFIDENTIALITY ADDENDUM
Recitals

1. The School and Academica West are parties to a Special Education Services Agreement (the "**Agreement**") to which this Addendum is attached regarding services to be provided by Academica West to the School (the "**AW Services**").

2. Utah Code § 53E-9-309 establishes requirements for contracts between educational entities such as the School and third- party providers such as Academica West.

3. The parties are entering into this Addendum, in order to ensure that the Agreement complies with Section 53E-9-309 and other applicable legal requirements.

Agreement

Now, therefore, in consideration of the foregoing and the mutual covenants and promises of the parties hereto, the parties agree as follows:

1. Except as provided in Utah Code § 53E-9-309(4), Academica West will not use any personally identifiable student data received from the School for any purpose other than to provide the AW Services to the School.

(a) "Personally identifiable student data" means student data that identifies or is used by the holder to identify a student and includes:

(i) a student's first and last name;

(ii) the first and last name of a student's family member;

(iii) a student's or a student's family's home or physical address;

(iv) a student's email address or other online contact information;

(v) a student's telephone number;

(vi) a student's social security number;

(vii) a student's biometric identifier;

(viii) a student's health or disability data;

(ix) a student's education entity student identification number;

(x) a student's social media user name and password or alias;

(b) if associated with personally identifiable student data, the student's persistent identifier, including:

(i) a customer number held in a cookie; or

(ii) a processor serial number;

(iii) a combination of a student's last name or photograph with other information that together permits a person to contact the student online;

(iv) information about a student or a student's family that a person collects online and combines with other personally identifiable student data to identify the student; and

(v) other information that, alone or in combination, is linked or linkable to a specific student that would allow a reasonable person in the school community, who does not have first-hand knowledge of the relevant circumstances, to identify the student with reasonable certainty.

2. Academica West acknowledges that all student data of the School is the School's and/or students' property. Academica West will collect, use, store, and share personally identifiable student data only in accordance with the Agreement, this Addendum, Utah Code § 53E-9-309, as it may be amended, and any administrative rules adopted by the Utah State Board of Education. The parties acknowledge and agree that the terms of Utah Code § 53E-9-309, as it may be amended, and any administrative rules adopted by the Utah State Board of Education implementing Utah Code § 53E-9-309 govern the relationship between the parties.

3. Academica West may only share personally identifiable student data with employees and independent contractors of Academica West who have a legitimate need to such data in order to enable Academica West to provide the AW Services to the School. The School may request that Academica West notify the School of independent contractors with whom Academica West shares such data and the purpose for which such data is shared and to verify to the School that such independent contractors are bound by confidentiality agreements similar in scope to this Addendum.

4. At the request of the School, Academica West will allow the School or its designee to audit Academica West in order to verify compliance with the terms of the Addendum that relate to the confidentiality and protection of personally identifiable student data. This right to conduct an audit is subject to Academica West's confidentiality obligations to other customers and third parties.

5. During the term of the Agreement, Academica West will delete personally identifiable student data at the request and direction of the School.

6. At the completion of the parties' agreement, if the Agreement has not been superseded by a new agreement executed in accordance with applicable procurement

requirements, Academica West shall return or delete upon the School's request all personally identifiable student data of the School in Academica West's possession and provide to the School written verification of the return or deletion of such data, including deletion from Academica West's back-up system.

7. Academica West covenants and agrees that it shall indemnify and hold the School harmless from and against any and all third party losses, claims, legal fees, and liabilities related to or derived from any breach of this Addendum by Academica West or its employees, agents, officers, and directors.

8. In the event of any conflict between the Addendum and the Agreement, the terms of this Addendum shall govern.

Scholar Academy
Evaluation Committee Statement
RFP for Speech and Language Therapy Services

Background

Scholar Academy (the "school") issued an RFP for Speech and Language Therapy Services Provider on May 12, 2026. One company submitted proposals to the school: Connected 2 Therapy.

Evaluation and Scoring of Proposal

The Evaluation Committee on this RFP was Jeff Hall, Branden Heaton, and Ashley Tignor. They reviewed and scored the proposals on May 28, 2026. Together they determined that Connected 2 Therapy's proposal met the minimum requirements of the RFP and that their pricing and terms were reasonable. The committee determined that it would be in the school's best interest to award the contract to Connected 2 Therapy.

Based on the Committee's review of the proposal, Connected 2 Therapy (a) has the requisite experience and qualifications to provide quality speech and language therapy services and (b) has successfully done this type of work for schools in the past, including Scholar Academy.

The Committee awarded the offeror the following points:

- Charter Speech Services
    - Offeror's Description and Past Experience – 23/30 points
    - Offeror's Personnel and Management – 20/25 points
    - Quality of Offeror's Service Based on References – 13/15 points
    - Pricing – 30/30 points
    - **Total – 86/100 points**

Award Recommendation

The Evaluation Committee recommends to the school's Board of Directors that it award the contract for Speech and Language Therapy Services to Connected 2 Therapy for a period not to exceed five years and authorize the Director to negotiate and execute an agreement with the provider.

Scholar Academy
Evaluation Committee Statement
RFP for Substitute Teacher Services

<u>Background</u>
Scholar Academy (the "school") issued an RFP for Substitute Teacher Services Provider on May 12, 2026. One company submitted proposals to the school: ESS.

<u>Evaluation and Scoring of Proposal</u>
The Evaluation Committee on this RFP was Jeff Hall, Brandon Heaton, and Ashley Tignor. They reviewed and scored the proposals on May 28, 2026. Together they determined that ESS's proposal met the minimum requirements of the RFP and that their pricing and terms were reasonable. The committee determined that it would be in the school's best interest to award the contract to ESS.

Based on the Committee's review of the proposal, ESS (a) has the requisite experience and qualifications to provide quality substitute teacher services and (b) has successfully done this type of work for schools in the past, including Scholar Academy.

The Committee awarded the offeror the following points:

- ESS
    - Offeror's Description and Past Experience – 28/30 points
    - Offeror's Personnel and Management – 14/25 points
    - Quality of Offeror's Service Based on References – 19/15 points
    - Pricing – 30/30 points
    - **Total – 91/100 points**

<u>Award Recommendation</u>
The Evaluation Committee recommends to the school's Board of Directors that it award the contract for Substitute Teacher Services to ESS for a period not to exceed five years and authorize the Director to negotiate and execute an agreement with the provider.

SCHOLAR ACADEMY
ACHIEVING EXCELLENCE TOGETHER

Scholar Academy
Policy: Salary Supplement for Highly Needed Educators Program Policy
Adopted: 05.28.2025

Purpose

The purpose of this policy is to describe how Scholar Academy (the "School") administers the Salary Supplement for Highly Needed Educators ("SHiNE") Program. This policy is meant to comply with the requirements of Utah Code § 53F-2-504.

Definitions

"Eligible teacher" means a teacher who:
(a) has a qualifying assignment;
(b) qualifies for the teacher's assignment in accordance with an LEA's policy; and
(c) is a new employee <u>or</u> has not received an unsatisfactory rating on the teacher's three most recent evaluations.

"Qualifying assignment" means a teacher who is assigned to a high-needs area.

"High-needs area" means at least two and up to five teaching assignments that an LEA designates in a policy as challenging to fill or retain.

Policy

<u>High-Needs Areas</u>

The following teaching assignments are designated as high-needs areas at the School:

(a) Special Education (K-8);
(b) Secondary Science (7-8); and
(c) Secondary Math (7-8).

<u>Process for Determining if a Teacher is an Eligible Teacher</u>

The School's Principal or his/her designee shall perform due diligence in determining whether a teacher meets the definition of eligible teacher as set forth in this policy. Due diligence includes, at a minimum, verifying that a teacher:

(a) is assigned to teach in one of the high-needs areas listed above;
(b) is qualified to teach in the high-needs area (qualification factors to consider include, but are not limited to, licensure, training, education, experience, and skills); and
(c) is a new employee of the School <u>or</u> is not a new employee of the School but has not received an unsatisfactory rating on the teacher's three most recent evaluations from the School.

On an annual basis, the School's Principal or his/her designee shall create a list of all teachers who have been determined to meet the definition of eligible teacher under this policy.

Process for Certifying a List of Eligible Teachers to be Awarded a Salary Supplement

On an annual basis, the School's Principal or his/her designee shall review the list of all teachers who have been determined to meet the definition of eligible teacher under this policy and shall make any changes to the list he/she feels is necessary. The list is considered certified by the School's Principal or his/her designee when he/she finalizes the list with accounting or human resources.

Deleted: sends, or causes to be sent, the list to payroll for processing of the salary supplement payment under the SHiNE Program

Salary Supplement Amount

All teachers at the School determined to be eligible teachers under this policy (i.e., all teachers on the certified list described above) shall receive a salary supplement under the SHiNE Program in an amount consistent with this policy and the funds allocated to and received by the School under the SHiNE Program.

Deleted: commensurate

Eligible teachers who are assigned 1.0 FTE in a high needs area shall receive the full salary supplement. Eligible teachers who are assigned less than 1.0 FTE in a high needs area shall receive a prorated salary supplement based on the percentage of their FTE in the high needs area. However, if an eligible teacher's employment with the School ends before the salary supplement is paid, the teacher shall receive only a prorated portion of the salary supplement based on the portion of the school year the teacher worked at the School.

In addition, an eligible teacher who begins employment with the School after the certified list described above has been finalized shall not be entitled to a salary supplement. However, the Principal may, in the Principal's sole discretion and subject to available SHiNE Program funding, award such teacher a prorated salary supplement based on the portion of the school year the teacher worked at the School.

The School may increase the amount of funds the School provides to eligible teachers if the School:

(a) first ensures proper distribution of funds the School receives under the SHiNE Program to the School's eligible teachers; and
(b) experiences a carry forward or leftover balance.

Appeals

If the School's Principal or his/her designee determines that a teacher does not meet the definition of eligible teacher and therefore does not qualify for a salary supplement under the SHiNE Program, the teacher may appeal that decision in writing to the School's Board of Directors (the "Board") if the teacher:

(a) believes he/she does meet the definition of eligible teacher under this policy; or
(b) has a teaching assignment at the School that is substantially equivalent to a high-needs area and otherwise meets the definition of eligible teacher under this policy.

SCHOLAR ACADEMY
ACHIEVING EXCELLENCE TOGETHER

When submitting an appeal, a teacher is required, at minimum, to provide transcripts and other documentation to the Board in order for the Board to determine if the teacher is an eligible teacher with a qualifying teaching background.

The Board shall make a decision on the appeal within thirty (30) school days.

Administrative Procedures

Each school year the Principal shall establish, through administrative procedures, the salary supplement amount that each eligible teacher will receive for that school year.

Updating Policy

The School shall update this policy annually and provide notice of any changes to the policy to teachers within the School.