

**Wallace Stegner Academy
Board of Directors Meeting**

Date: May 13, 2026

Teleconference: <https://us02web.zoom.us/j/83101913333>

In Attendance: Sarah Vaughan, Jeremy Schow, Frank Magana,
Reed Farnsworth

Excused: Tony Furano

Others in Attendance: Adam Gerlach, Anthony Sudweeks, Platte Nielson, Chantel Wixon
Hannah Jones, Heidi Bauerle, David Robertson, Erick Diaz



Wallace Stegner Academy will foster a community of active learners through academic rigor and citizenship by providing an opportunity for students to achieve academic excellence.

MINUTES

CALL TO ORDER Sarah Vaughan called the meeting to order at 5:35 PM.

VOTING ITEMS

- **Bond Counsel and Borrowers Counsel**
The Board was asked to approve the engagement of Bond Counsel and Borrowers Counsel to provide specialized legal services related to the school's financing activities. Bond Counsel advises the school on the legal aspects of issuing bonds, including compliance with applicable federal and state laws, tax-exempt status, and disclosure requirements. Borrowers Counsel represents the school's interests as the borrower in financing transactions, including reviewing loan documents and protecting the school's legal position. David Robertson presented the borrowers and bond counsels and recommended Farnsworth Johnson for Bond Counsel and Gilmore Bell for the borrowers' counsel.
Sarah Vaughan made a motion to approve Farnsworth Johnson for the Bond Counsel and Gilmore Bell for the Borrowers Counsel. Reed Farnsworth seconded. The motion passed unanimously. The votes were as follows: Sarah Vaughan, Aye; Jeremy Schow, Aye; Frank Magana, Aye; Reed Farnsworth, Aye.

David Robertson left the meeting at 5:51 PM.

CONSENT ITEMS

- **March 9, 2026, Board Meeting Minutes**
Jeremy Schow made a motion to approve the March 9, 2026, Board Meeting Minutes. Frank Magana seconded. The motion passed unanimously. The votes were as follows: Sarah Vaughan, Aye; Jeremy Schow, Aye; Frank Magana, Aye; Reed Farnsworth, Aye.

PUBLIC COMMENT

There was no public comment.

BOARD TRAINING

- **Open and Public Meetings Act Training**
Heidi Bauerle facilitated the Open and Public Meetings Act training. Ongoing board training supports effective governance, informed decision-making, and compliance with statutory requirements. Board members participate in a minimum of three training sessions each year to strengthen their understanding of fiduciary responsibilities, policy oversight, and best practices in public education governance. These trainings ensure the board remains aligned with legal standards and well-equipped to serve the school community. Utah law (Utah Code § 52-4-104) requires all members of a public governing body to complete annual training on the Open and Public Meetings Act (OPMA). The Utah Open and Public Meetings Act (OPMA) (Utah Code § 52-4) requires state and local public bodies to conduct business openly, allowing public attendance at meetings where official action or deliberations occur.

REPORTS

- **Directors' Report**
CEO Anthony Sudweeks presented the Director's Report to the Board, beginning with an overview of enrollment and test scores. Board member Reed Farnsworth inquired about the factors contributing to the increase in math scores. Mr. Sudweeks explained that the significant improvement in math is attributable to a reduction in the number of new teachers, combined with returning teachers demonstrating greater competency in the curriculum. Adam Gerlach provided an update on the CSP Grant. He reported that the bus has been purchased and registered, a driver has been hired, and route planning is underway.
- **Finance Report**
Chantel Wixon reported on the financial position of the board. Wallace Stegner Academy remains in a strong financial position through April 30, 2026. With approximately 83% of the fiscal year complete, year-to-date revenues totaled \$32.8 million (94.9% of budget) and expenses totaled \$26.2 million (75.9% of budget), resulting in net income of approximately \$6.6 million—significantly ahead of original projections. Revenues are tracking ahead of expectations across categories: local revenues at 114.3% of budget (driven by contributions, donations, and student sales), state revenues at 97.9% (due to higher-than-budgeted enrollment), and federal revenues at 118.5% (primarily from CSP reimbursements and federal nutrition revenue). Expenses remain in line with expectations at 75.9% of budget overall. Salaries and benefits are tracking with payroll timing, while Purchased Professional & Technical Services (96.4%) reflect technology investments including E-Rate, IR to XD upgrades, and firewalls. Debt service is at 38.2%, with the annual principal and semi-annual interest payments due June 15, 2026. Operating cash totaled approximately \$9.16 million, up from \$6.37 million at this point last year, with \$7.18 million in PTIF and \$1.98 million in the Zions operating account. Restricted cash totaled approximately \$6.36 million. Total assets grew to approximately \$71.3 million (compared to \$40.6 million last year), reflecting continued capital investments and recognition of the WVSD lease asset, with corresponding increases in long-term lease liabilities. Net income year-over-year increased to \$6.7 million from \$4.5 million.

VOTING ITEMS

- **Approve IFB for Carpet (SLC Campus)**
The school is issued an Invitation for Bid (IFB) for carpet replacement at the Salt Lake City campus in accordance with the Utah Procurement Code. The IFB process ensures a fair, competitive, and transparent procurement that secures quality materials and installation services at the best available value. The scope of work includes removal of existing flooring, supply and installation of new carpet, and any related preparation work. CEOs are requesting that the board Award the services to Alpine Drywall & Floor Coverings.
Sarah Vaughan made a motion to award the IFB for Carpet at the SLC Campus to Alpine Drywall & Floor Coverings. Reed Farnsworth seconded. The motion passed unanimously. The votes were as follows: Sarah Vaughan, Aye; Jeremy Schow, Aye; Frank Magana, Aye; Reed Farnsworth, Aye.
- **Mariposa Consulting Invoices**
The Board is asked to review and approve outstanding invoices from Mariposa Consulting for services rendered to the school. The first invoice cost is \$25,500. The second invoice is \$38,250.
Sarah Vaughan made a motion to approve the Mariposa Consulting Invoices. Jeremy Schow seconded. The motion passed unanimously. The votes were as follows: Sarah Vaughan, Aye; Jeremy Schow, Aye; Frank Magana, Aye; Reed Farnsworth, Aye.
- **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.
Sarah Vaughan made a motion to approve the Eide Bailly Statement of Work. Reed Farnsworth seconded. The motion passed unanimously. The votes were as follows: Sarah Vaughan, Aye; Jeremy Schow, Aye; Frank Magana, Aye; Reed Farnsworth, Aye.
- **Award RFP for IT Services Provider**
The Evaluation Committee has reviewed proposals submitted in response to the Request for Proposal (RFP) for IT Services. The Evaluation Committee recommends to the school's Board of Directors that it award the contract for IT Services to ETS for a period of five years. The evaluation committee considered cost, experience and qualifications, references, and ability to meet the school's needs.
Reed Farnsworth made a motion to Award the RFP for IT Service Provider to ETS. Frank Magana seconded. The motion passed unanimously. The votes were as follows: Sarah Vaughan, Aye; Jeremy Schow, Aye; Frank Magana, Aye; Reed Farnsworth, Aye.

- **Award RFP for Education Services Provider**
 The Evaluation Committee has reviewed proposals submitted in response to the Request for Proposal (RFP) for Education Services and recommends the Board of Directors award the contract to Academica West.
Sarah Vughan made a motion to award the RFP for Education Services provider to Academica West. Jeremy Schow seconded. The motion passed unanimously. The votes were as follows: Sarah Vaughan, Aye; Jeremy Schow, Aye; Frank Magana, Aye; Reed Farnsworth, Aye.
- **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 Charter Speech Services. Speech and Language Therapy Services support students with identified speech, language, and communication needs as required by Individualized Education Programs (IEPs) and applicable state and federal special education laws. The evaluation considered cost, clinician qualifications and licensure, service capacity, references, and ability to meet the school's caseload needs.
Jeremy Schow made a motion to Award the RFP for Speech and Language Therapy Services to Charter Speech Services. Sarah Vaughan seconded. The motion passed unanimously. The votes were as follows: Sarah Vaughan, Aye; Jeremy Schow, Aye; Frank Magana, Aye; Reed Farnsworth, Aye.
- **Award RFP for Occupational Therapy Services**
 The Evaluation Committee recommends to the school's Board of Directors that it award the contract for Occupational Therapy Services to Charter School Therapy. Occupational Therapy Services support students with identified fine motor, sensory, and functional needs as required by Individualized Education Programs (IEPs) and applicable state and federal special education laws. The evaluation considered cost, therapist qualifications and licensure, service capacity, references, and ability to meet the school's caseload needs.
Sarah Vaughan made a motion to award the RFP for Occupational Therapy Services to Charter School Therapy. Reed Farnsworth seconded. The motion passed unanimously. The votes were as follows: Sarah Vaughan, Aye; Jeremy Schow, Aye; Frank Magana, Aye; Reed Farnsworth, Aye.
- **Office Space Lease Addendum**
 The Board is asked to approve an addendum to the school's existing office space lease. Additional space will support the growth of staff over the next 5 years.
Frank Magana made a motion to approve the Office Space Lease Addendum. Reed Farnsworth seconded. The motion passed unanimously. The votes were as follows: Sarah Vaughan, Aye; Jeremy Schow, Aye; Frank Magana, Aye; Reed Farnsworth, Aye.
- **2026-2027 TSSA Plans**
 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. Please see board documentation for each campus' plan.

Sarah Vaughan made a motion to approve the 2026-2027 TSSA Plans. Jeremy Schow seconded. The motion passed unanimously. The votes were as follows: Sarah Vaughan, Aye; Jeremy Schow, Aye; Frank Magana, Aye; Reed Farnsworth, Aye.

- Helpside Professional Employment Agreement

A new Professional Employer Agreement between the school and Helpside is being presented for board approval. It is recommended that the Board approve the Professional Employer Agreement with Helpside and authorize the Board President to execute the agreement on behalf of the school.

Sarah Vaughan made a motion to approve the Helpside Professional Employer Agreement. Frank Magana seconded. The motion passed unanimously. The votes were as follows: Sarah Vaughan, Aye; Jeremy Schow, Aye; Frank Magana, Aye; Reed Farnsworth, Aye.

- Policies

- Amended Administration of Medication Policy

New legislation added provisions with respect to the storage and administration of glucagon kits in schools. If a school employee becomes trained to administer a glucagon kit to a student in response to a potentially life-threatening condition resulting from abnormally low blood glucose levels, the school may make glucagon kits available to such trained employees. In addition, other legislation renamed “epinephrine auto injectors” to “injectable epinephrine rescue medication.” The school’s Administration of Medication Policy has been revised to comply with these new laws. Some additional revisions have been made to the emergency administration of medication portion of the policy to bring it into better compliance with applicable law, including the addition of a section on adrenal crisis rescue medication.

- Review and Re-Approve Parent and Family Engagement Policy

Under Utah governance requirements and federal Title I provisions, the Parent and Family Engagement Policy must be reviewed and re-approved on a regular basis. The policy outlines the school’s commitment to meaningful engagement with parents and families in support of student academic success, including communication practices, opportunities for involvement, and shared responsibility for student achievement. Currently, the policy is being presented for routine review and re-approval.

- Review Donation and Fundraising Policy

- Review Attendance Policy

Under Utah governance requirements, certain Board policies must be reviewed periodically. The Donation and Fundraising Policy and the Attendance Policy is currently due for scheduled review. The policy outlines the school’s procedures

for accepting donations, conducting fundraising activities, and ensuring compliance with applicable financial and ethical standards. Currently, no revisions are recommended, and no Board action or vote is required. The policies were reviewed by the board prior to the meeting.



Frank Magana made a motion to approve the Amended Administration of Medication Policy and Parent and Family Engagement Policy. Sarah Vaughan seconded. The motion passed unanimously. The votes were as follows: Sarah Vaughan, Aye; Jeremy Schow, Aye; Frank Magana, Aye; Reed Farnsworth, Aye.

CALENDARING

The next board meeting is scheduled for June 17, 2026, at 5:30 PM. The end of year staff party is scheduled for Friday, May 29th at 5:00 PM.

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

At 6:48 PM Sarah Vaughan made a motion to enter in a closed session to discuss the character, professional competence, or physical or mental health of an individual pursuant to Utah Code 52-4-205(1)(a) at an online board meeting via zoom. Reed Farnsworth seconded. The motion passed unanimously. The votes were as follows: Sarah Vaughan, Aye; Jeremy Schow, Aye; Frank Magana, Aye; Reed Farnsworth, Aye.

At 6:52 PM Sarah Vaughan made a motion to leave the closed session and enter the general meeting. Jeremy Schow seconded. The motion passed unanimously. The votes were as follows: Sarah Vaughan, Aye; Jeremy Schow, Aye; Frank Magana, Aye; Reed Farnsworth, Aye.

ADJOURN

At 6:53 PM Sarah Vaughan made a motion to leave the closed session and enter the general meeting. Frank Magana seconded. The motion passed unanimously. The votes were as follows: Sarah Vaughan, Aye; Jeremy Schow, Aye; Frank Magana, Aye; Reed Farnsworth, Aye.

**Wallace Stegner Academy
Board of Directors
Closed Session Statement**

Date: 05.13.2026

Location: Zoom

CLOSED SESSION SWORN STATEMENT:

At a duly noticed public meeting held on the date listed above, the board of directors for Wallace Stegner Academy entered a closed session to discuss the character, professional competence, or physical or mental health of an individual pursuant to Utah Code 52-4-205(1)(a).

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

Signed on the 13th day of May 2026.

A handwritten signature in black ink, appearing to read "SVaughan", with a long horizontal flourish extending to the right.

Sarah Vaughan, Board President