Advantage Arts Academy
Board of Directors Meeting

Date: 06.23.2026
Time: 4:00 PM
Anchor Location: 6171 W. 11800 S.; Herriman, UT 84096
Teleconference: https://us02web.zoom.us/j/85443172487
This meeting of the board of directors will be held electronically. If you would like to attend the meeting, accommodations will be made for the public at the anchor location identified.

AGENDA

CALL TO ORDER

CONSENT ITEMS

- April 28, 2026 Board Meeting Minutes

PUBLIC COMMENT (Comments limited to 3 minutes each.)

REPORTS

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

VOTING & DISCUSSION ITEMS

- 2025-2026 Amended Budget
- 2026-2027 Proposed Budget
- Insurance Contract
- Board Member Terms, Roles, & Elected Officers
- Policies
  - Amended Salary Supplement for Highly Needed Educators Policy

CALENDARING

- Next Board Meeting is Monday, September 28, 2026 @ 4:30 PM.
- 2026 -2027 Annual Board Meeting Calendar

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).

VOTING & DISCUSSION ITEMS

- 2026-2027 Director Employment Agreement

ADJOURN

In compliance with the Americans with Disabilities Act, persons needing accommodations for this meeting should call 801-444-9378 to make appropriate arrangements. One or more board members may participate electronically or telephonically pursuant to UCA 52-4-207.

Advantage Arts Academy
Board of Director's Meeting

ADVANTAGE ARTS
ACADEMY

EXECUTIVE SUMMARY

DIRECTORS REPORT

See board documentation for most up to date report.
Action: *No action needed*

FINANCE REPORT

See board documentation for most up to date report.
Action: *No action needed*

ANNUAL COMMITMENT TO ETHICAL BEHAVIOR

Annually, board members commit to abiding by the school's ethics policy and to always engage in ethical behavior, conducting themselves in ways that are consistent with a high standard of ethics and complying with applicable law. Each board member will sign the commitment after reading the school's ethics policy.
Action: *No Board Vote, Board Signatures Required*

FRAUD RISK ASSESSMENT

Utah charter schools are required to complete an annual Fraud Risk Assessment as mandated by the Utah Office of the State Auditor. The purpose of the assessment is to evaluate the school's internal controls and identify areas of potential financial risk or vulnerability. Areas reviewed include separation of duties, financial oversight practices, employee training, purchasing procedures, and safeguards designed to prevent misuse of public funds. The assessment results in a risk score that helps schools and governing boards better understand their overall fraud risk exposure and identify opportunities for improvement. Completing the assessment also helps demonstrate the school's commitment to financial transparency, accountability, and compliance with state requirements.
Action: *Signature Needed*

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*

INSURANCE CONTRACT

The board is being presented with information regarding a proposed group property and casualty insurance program developed by Arthur J. Gallagher & Co. for Academica West client schools. Participation in the program is optional and would provide coverage through a group policy structure, including certain coverages not currently carried by the school, such as student accident insurance. The proposed annual premium for the 2026-27 school year is $20,207.42, compared to the school's current 2025-26 premium of $26,701.00. Participation is contingent upon sufficient interest from participating schools, with decisions needed as soon as possible to meet July 1 implementation timelines. If there is not sufficient interest, the school can and should renew current coverage.
Action: *Board Vote*

BOARD MEMBER TERMS, ROLES, & ELECTED OFFICERS

The Board regularly reviews member terms to ensure continuity, effective governance, and compliance with bylaws. As terms expire, the Board may fill vacancies or reappoint members willing to continue serving.
Action: *Board Vote*

ANNUAL BOARD MEETING CALENDAR

Annually, the Board of Directors reviews and approves the tentative schedule for their board meetings for the upcoming school year.
Action: *No action needed*

POLICIES

Amended Salary Supplement for Highly Needed Educators (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*

2026-2027 DIRECTOR EMPLOYMENT AGREEMENT

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

documents are submitted to HR, and compensation records are updated accordingly to ensure accuracy and compliance.
Action: *Board Vote*

Advantage Arts Academy
Board of Directors Meeting

Date: 04.28.2026
In Attendance: Suzy Mortenson, Crystal Thomas, Darren Marshall, Chris Joyce
Excused: Meche Mellor
Others in Attendance: Kelly Simonsen, Dawn Benke, Heidi Bauerle, Hannah Jones
Teleconference: https://us02web.zoom.us/j/89687660736

MINUTES

CALL TO ORDER Suzy Mortenson called the meeting to order at 4:03 PM.

CONSENT ITEMS

- March 24, 2026, Board Meeting Minutes
  Crystal Thomas made a motion to approve the March 24, 2026, Board Meeting Minutes. Darren Marshall seconded. The motion passed unanimously. The votes were as follows: Suzy Mortenson, Aye; Crystal Thomas, Aye; Darren Marshall, Aye; Chris Joyce, Aye.

PUBLIC COMMENT

This was the second public comment period for the literacy curriculum. There were no public comments.

REPORTS

- Director Report
  Total current enrollment stands at 355 students with 27 openings remaining across grades. First grade is full of a waitlist of 11 students. Kindergarten has the most availability (10 openings), followed by 3rd and 6th grades (5 each), 2nd and 4th grades (3 each), and 5th grade (1). Marketing efforts include billboard advertising through Universal Media featuring the "Cure for the Common Classroom" campaign. Administration recommends adopting ARC Core as the literacy curriculum based on its alignment with USBE requirements, evidence of student growth and engagement, support for student choice and ownership, flexibility for arts integration, and ability to meet diverse learner needs. The curriculum supports small group instruction, data-driven teaching, and differentiation while providing training and resources for teachers. It aligns naturally with AAA's arts integration mission and whole-child education approach. Materials are available for public review at americanreading.com/arc-core.
- Finance Report
  The school is performing in line with budget expectations at the three-quarter point of the fiscal year. Total revenue is tracking slightly above the 75% benchmark while expenses remain below it, resulting in a strong year-to-date net income. Total revenue stands at $3.8 million, representing 73% of the annual budget. Total expenses are $3.3 million, or 73% of the annual budget (this figure includes refinancing expenses).

VOTING & DISCUSSION ITEMS

- 2026-2027 School LAND Trust Plan
  The School LAND Trust council voted to approve the 2026-2027 School LAND Trust plan. Funds will be used to fund the instructional coach position. There were no questions or concerns from the board about the plan.
  Crystal Thomas made a motion to approve the 2026-2027 School LAND Trust Plan. Darren Marshall seconded. The motion passed unanimously. The votes were as follows: Suzy Mortenson, Aye; Crystal Thomas, Aye; Darren Marshall, Aye; Chris Joyce, Aye.

- 2026-2027 TSSA Plan
  The Teacher and Student Success Act (TSSA), established by SB 149 (2019), requires the board to adopt a Student Success Framework and annually review and approve a Teacher and Student Success Plan. The plan outlines how funds will be allocated to support student achievement and teacher effectiveness, with periodic amendments made as needed to better align spending with identified priorities, ensure effective use of funds, and address evolving school needs.
  Chris Joyce made a motion to approve the 2026-2027 TSSA Plan. Crystal Thomas seconded. The motion passed unanimously. The votes were as follows: Suzy Mortenson, Aye; Crystal Thomas, Aye; Darren Marshall, Aye; Chris Joyce, Aye.

- 2026-2027 Sex Education Committee Membership
  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. Kelly Simonsen provided the makeup of the committee in the board documents. There were no questions or concerns from the board.
  Chris Joyce made a motion to approve the 2026-2027 Sex Education Committee Membership. Crystal Thomas seconded. The motion passed unanimously. The votes were as follows: Suzy Mortenson, Aye; Crystal Thomas, Aye; Darren Marshall, Aye; Chris Joyce, Aye.

- Literacy Curriculum
  The Arc Core Knowledge Building Curriculum has gone through two public comment periods. Board members reviewed the proposals provided by ARC Core. Administration is requesting an approval amount not to exceed $150,000.
  Darren Marshall made a motion to approve the ARC Core Knowledge Building Literacy Curriculum not to exceed $150,000. Chris Joyce seconded. The motion passed unanimously. The votes were as follows: Suzy Mortenson, Aye; Crystal Thomas, Aye; Darren Marshall, Aye; Chris Joyce, 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.
Crystal Thomas made a motion to approve the Eide Bailly Statement of Work and authorize Suzy Mortenson to execute the contract. Darren Marshall seconded. The motion passed unanimously. The votes were as follows: Suzy Mortenson, Aye; Crystal Thomas, Aye; Darren Marshall, Aye; Chris Joyce, Aye.

- Policies
  - Review Sex Education Instruction Policy and Recent Sex Education Data

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

CALENDARING

The next board meeting is scheduled for June 22, 2026, at 4:30 PM.

ADJOURN

At 4:47 PM Chris Joyce made a motion adjourn the meeting. Darren Marshall seconded. The motion passed unanimously. The votes were as follows: Suzy Mortenson, Aye; Crystal Thomas, Aye; Darren Marshall, Aye; Chris Joyce, Aye.

ADVANTAGE ARTS ACADEMY

DIRECTOR'S REPORT

JUNE 23, 2026
PREPARED BY KELLY SIMONSEN

2026-2027 ENROLLMENT

	Current	Openings
Kindergarten	59	4
1st Grade	59	-9
2nd Grade	46	4
3rd Grade	53	-3
4th Grade	50	0
5th Grade	49	1
6th Grade	43	7
TOTAL	359	

RISE DATA

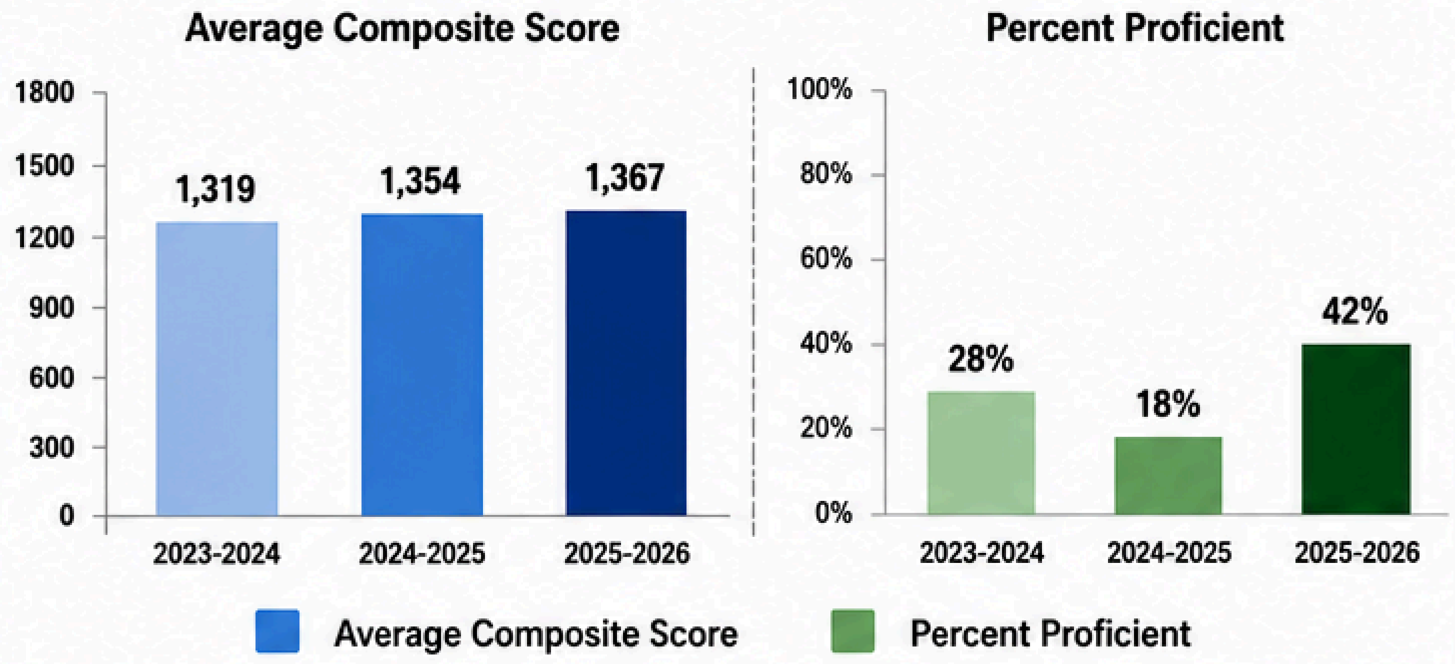
GRADES 3-6

ENGLISH/LANGUAGE ARTS

Advantage Arts Academy's ELA performance showed significant improvement in 2025-26.

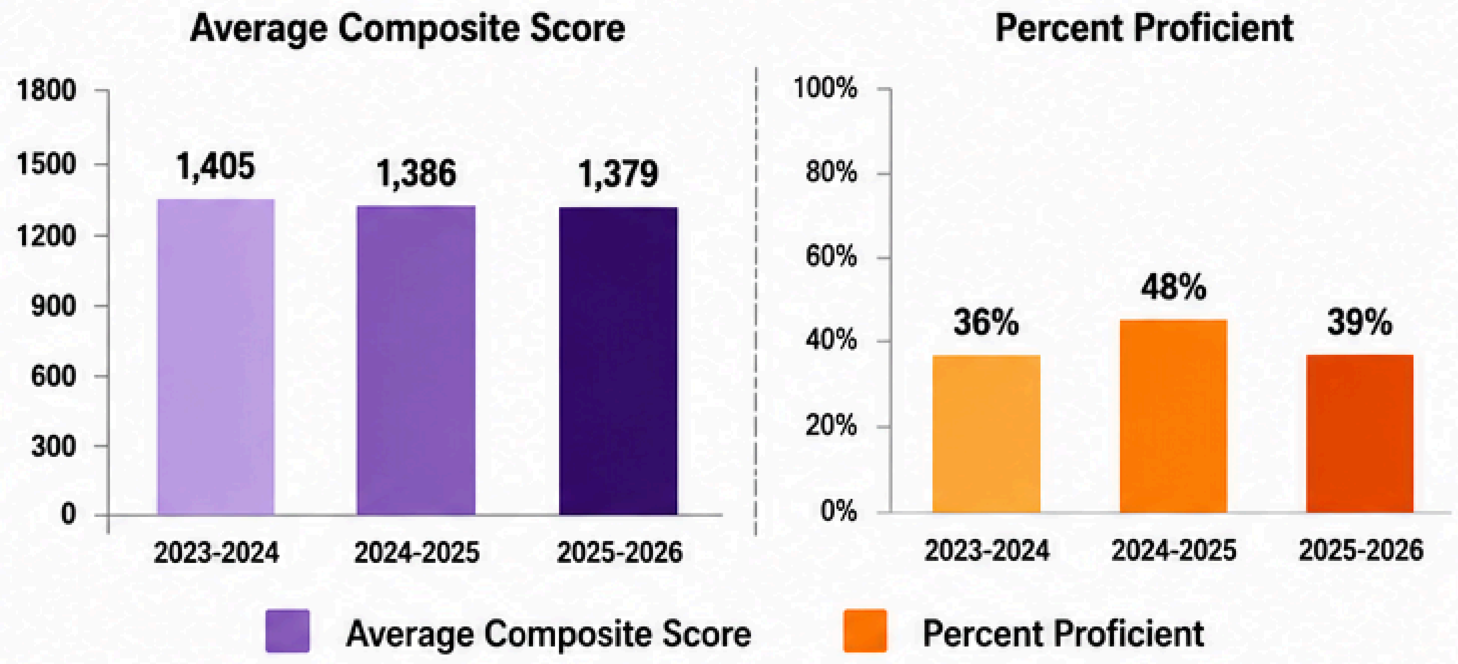
- Schoolwide proficiency increased from 35% to 44% (+9 percentage points).
- Three of four grade levels improved proficiency.
- The strongest gains occurred in 3rd Grade (+24 points) and 6th Grade (+21 points).
- Average composite scores increased in every grade except 4th grade.
- Reading Informational Text, Reading Literature, and Reading Process standards all showed overall growth.

3rd Grade ELA RISE Results



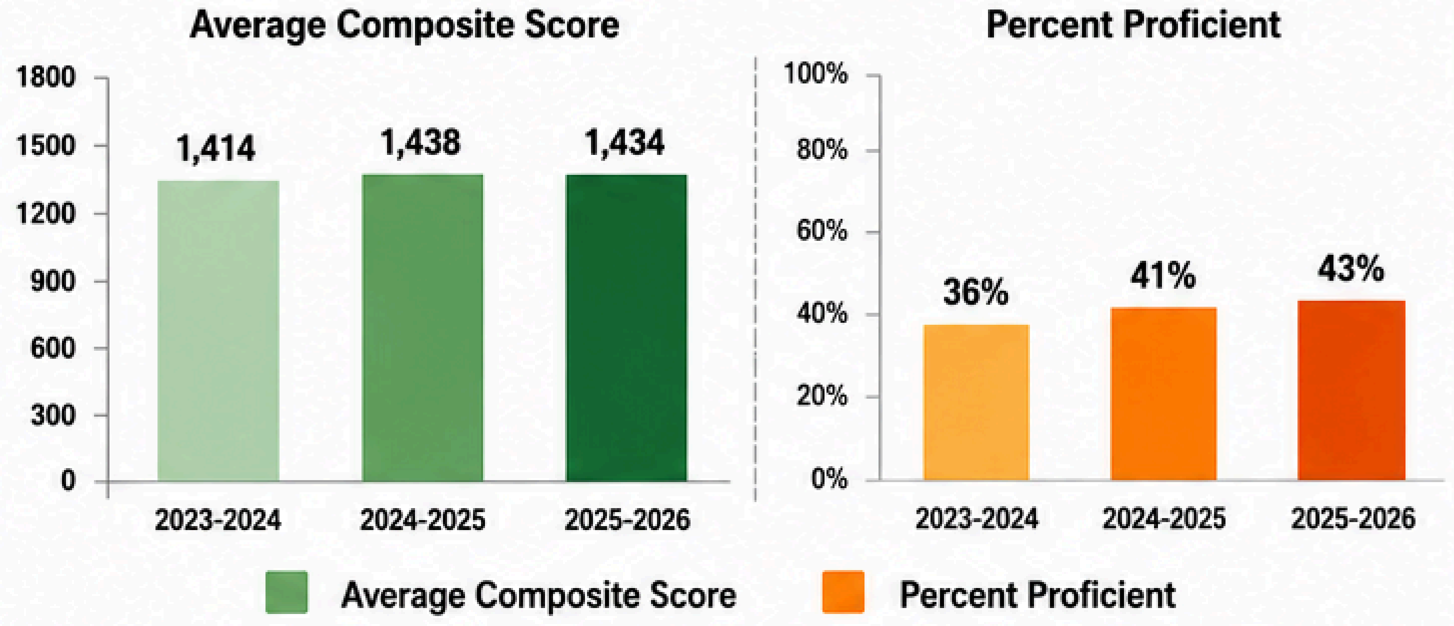
Key Takeaway: 3rd grade proficiency increased from 18% to 42% (+24 percentage points) and composite scores increased each year.

4th Grade ELA RISE Results



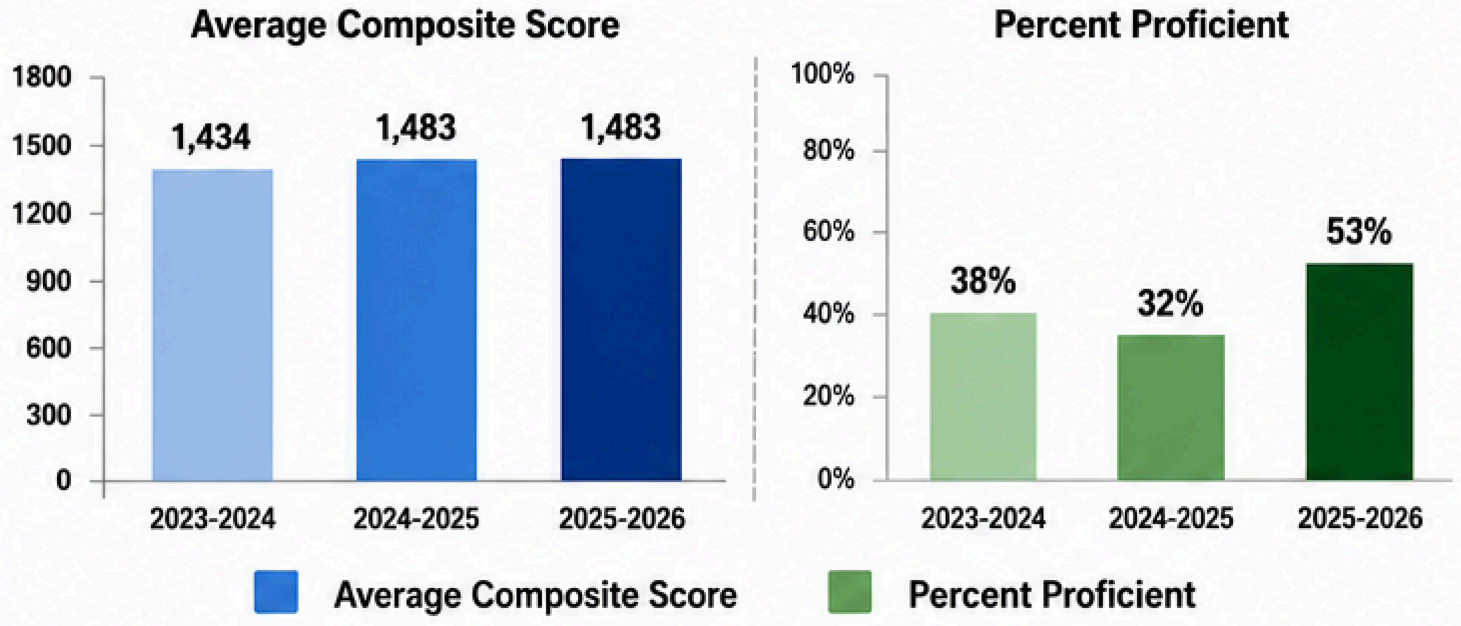
Key Takeaway: 4th grade proficiency declined from 48% to 39% and composite scores decreased slightly.

5th Grade ELA RISE Results



Key Takeaway: 5th grade proficiency improved from 41% to 43% and composite scores increased each year.

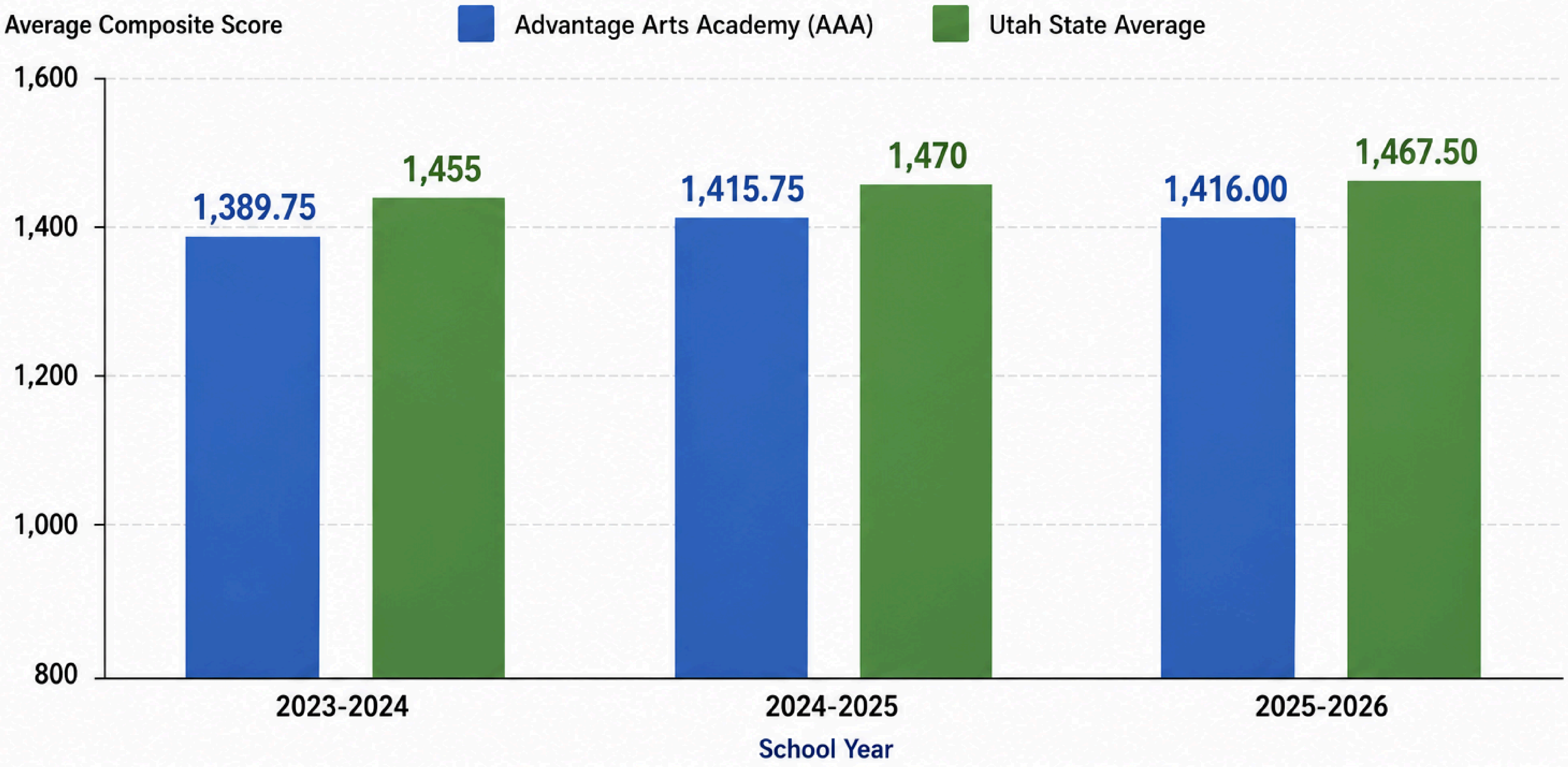
6th Grade ELA RISE Results



Key Takeaway: 6th grade proficiency increased from 32% to 53% (+21 percentage points) and composite scores increased significantly.

Average ELA Scores: AAA vs Utah State Average

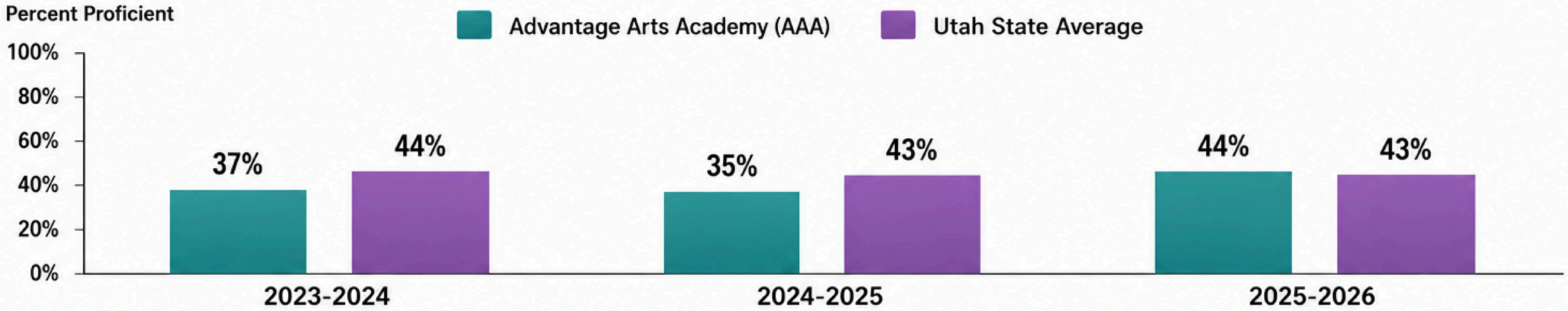
Three-Year Comparison



Key Takeaway: AAA's average ELA scores have steadily increased over the past three years, closing the gap with the state average. We are now nearly at parity with the state in 2025-2026.

ELA Percent Proficient: AAA vs Utah State Average

Three-Year Comparison



Key Takeaway: AAA has steadily closed the achievement gap in ELA and reached approximately the state average in 2025-2026. Schoolwide proficiency increased from 35% to 44% in one year.

Celebration Areas

1. **Schoolwide Growth**

Year % Proficient
2024-25 35%
2025-26 44%

Result: +9 percentage point increase schoolwide. This represents meaningful growth and suggests that our focus on teacher clarity, PLC collaboration, and targeted intervention is having a positive impact.

2. **Outstanding 3rd Grade Growth**

Year % Proficient
2024-25 18%
2025-26 42%

Growth: +24 percentage points

3rd grade more than doubled its proficiency rate. This is one of the most significant gains in the school and indicates that foundational literacy supports are strengthening student outcomes.

Areas of Need

1. 4th Grade Performance

Year % Proficient
2024-25 48%
2025-26 39%

Change: -9 percentage points

This was the only grade level to experience a decline. Multiple reporting categories decreased, including:

Reading Informational Text
Reading Literature
Craft & Structure
Integration of Knowledge & Ideas
Key Ideas & Details

This indicates a broad literacy challenge rather than a single skill deficit and should be a priority focus for next year.

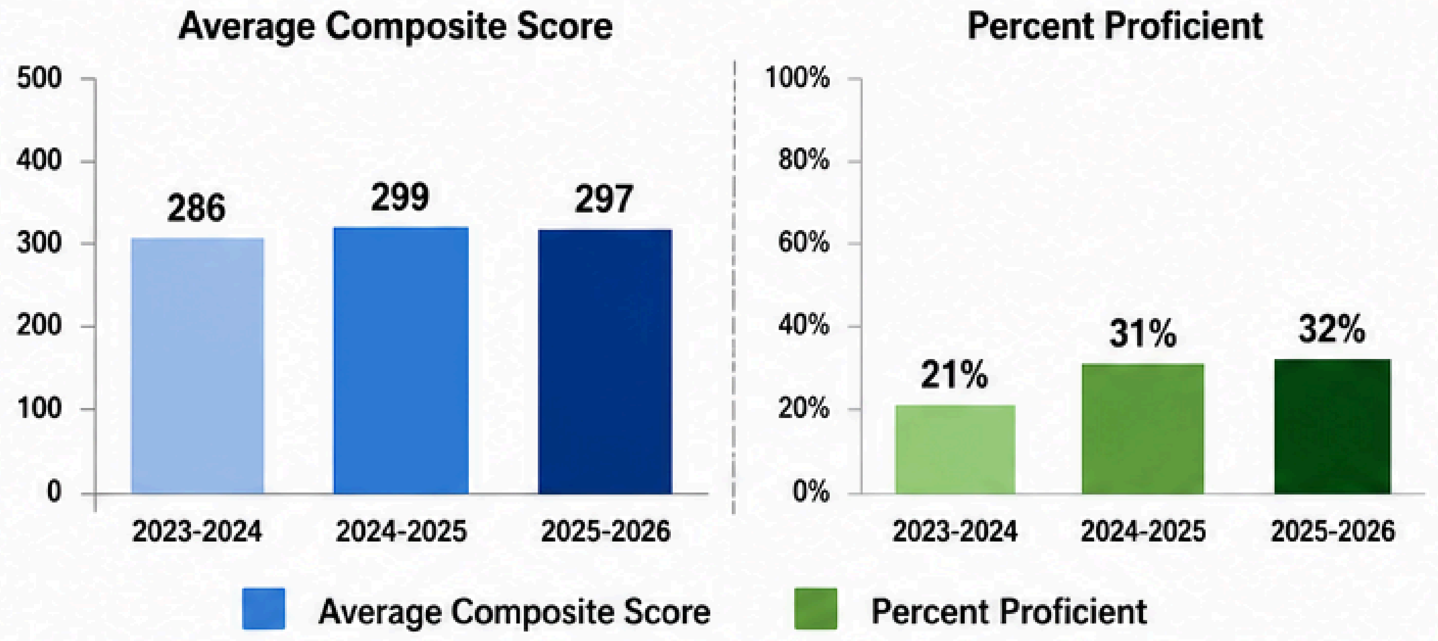
RISE | READINESS IMPROVEMENT SUCCESS EMPOWERMENT

MATHEMATICS

Math achievement presents a mixed picture this year.

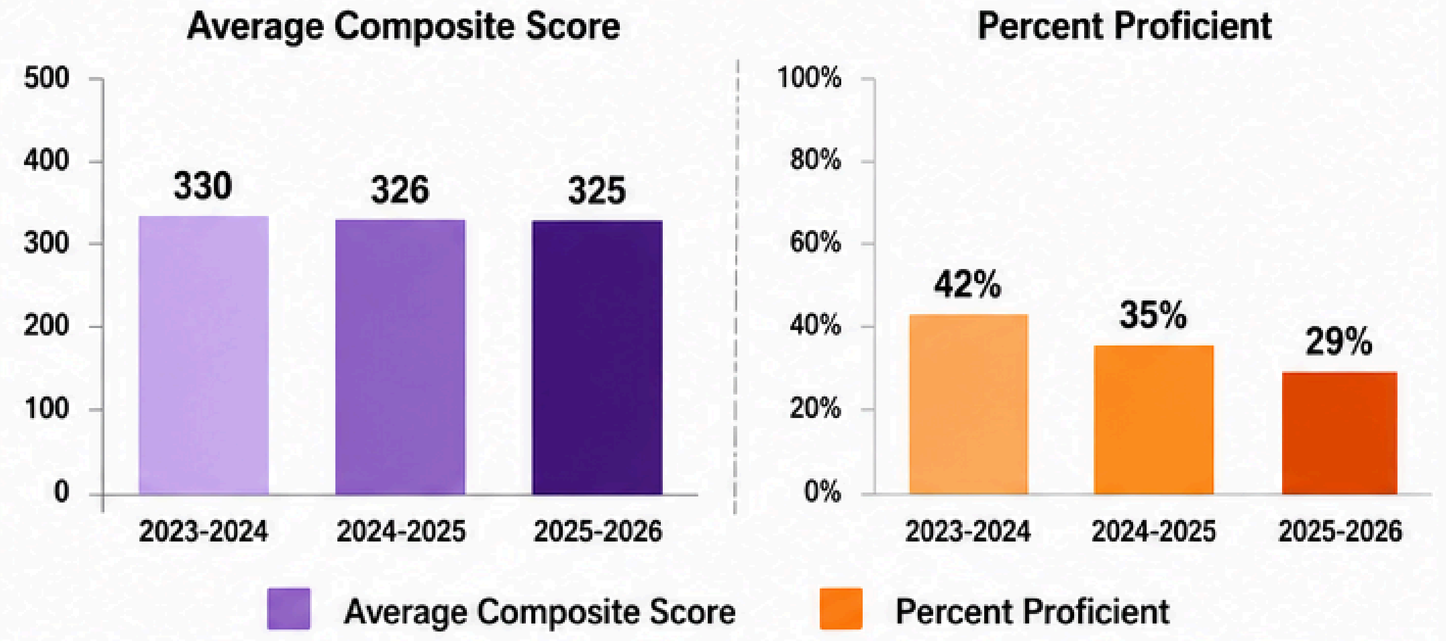
- While overall proficiency declined, several positive indicators suggest that instructional improvements are beginning to impact student learning:
- Schoolwide average composite score increased from 334.25 to 338.
- Three of four grade levels increased average composite scores.
- 3rd grade proficiency continued to improve for the third consecutive year.
- 6th grade showed growth in both proficiency and composite scores.
- The most significant concern is a substantial decline in 5th-grade proficiency despite increased average scores.

3rd Grade Math RISE Results



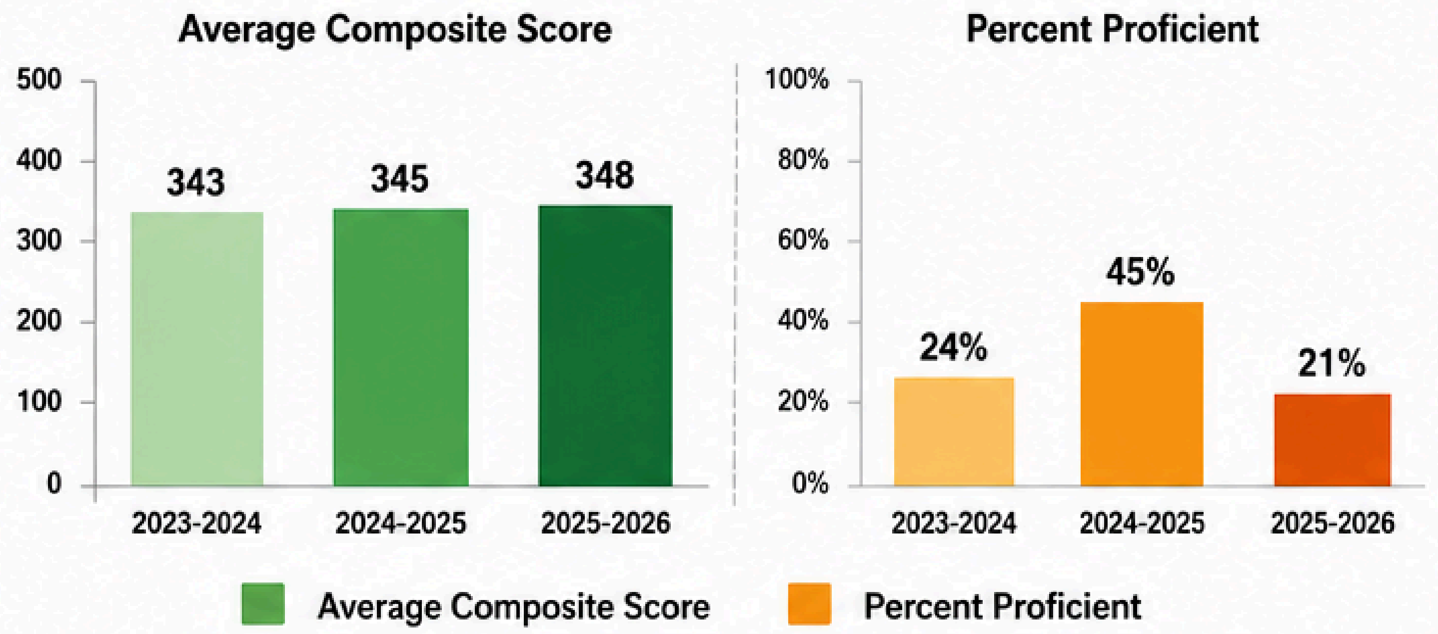
Key Takeaway: 3rd grade proficiency has improved for three consecutive years, increasing from 21% to 32%.

4th Grade Math RISE Results



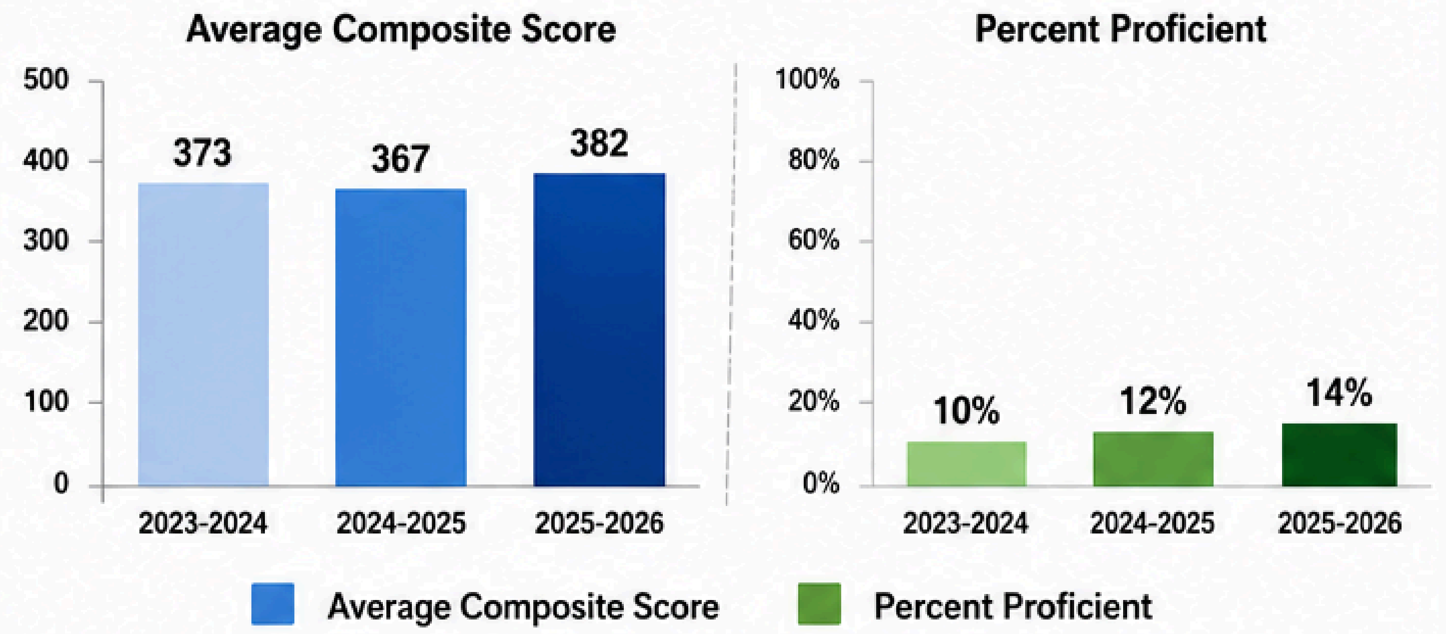
Key Takeaway: 4th grade proficiency declined from 35% to 29% and average composite scores decreased slightly.

5th Grade Math RISE Results



Key Takeaway: 5th grade proficiency dropped significantly from 45% to 21% despite a small increase in average composite scores.

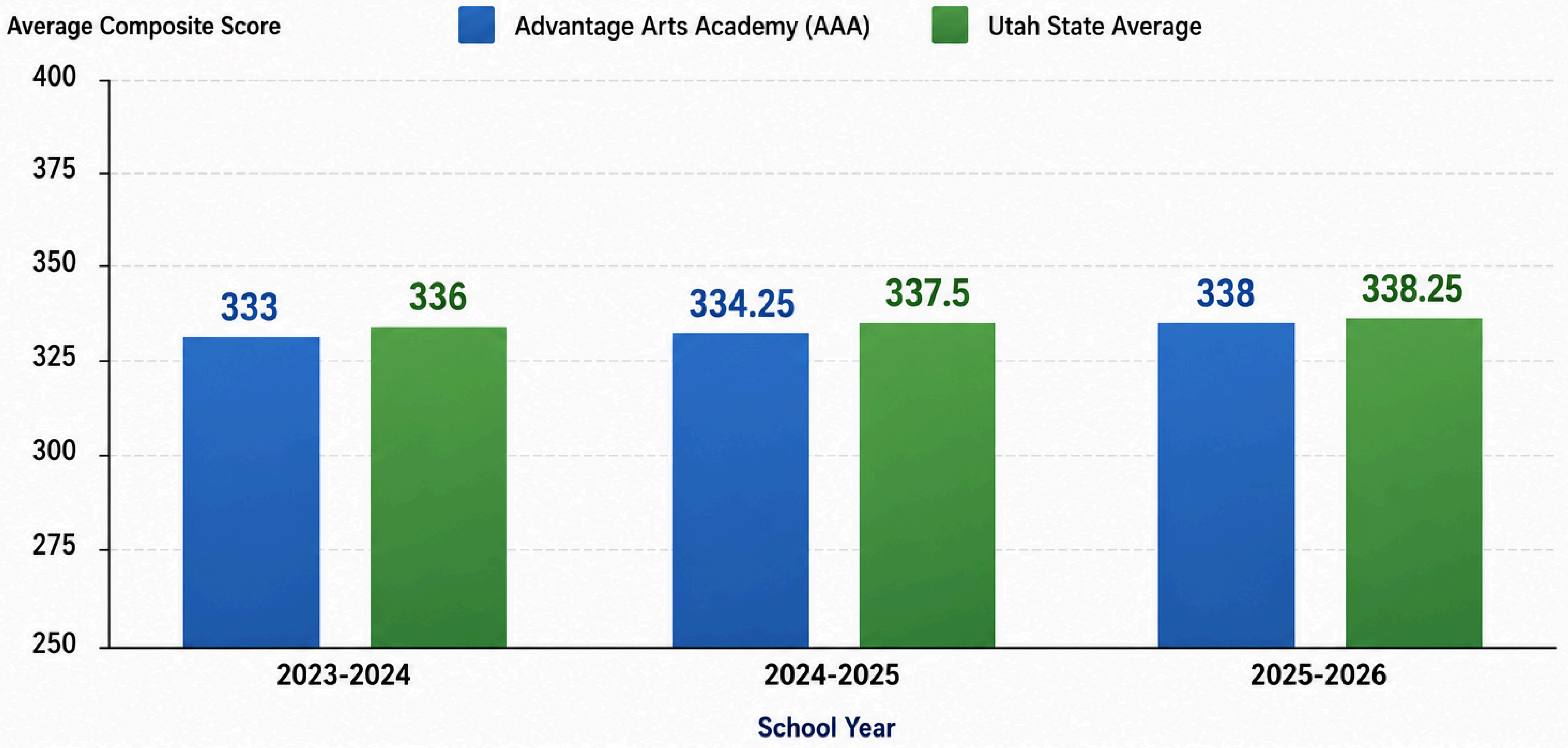
6th Grade Math RISE Results



Key Takeaway: 6th grade average composite scores increased by 15 points and proficiency improved from 12% to 14%.

Average Math Scores: AAA vs Utah State Average

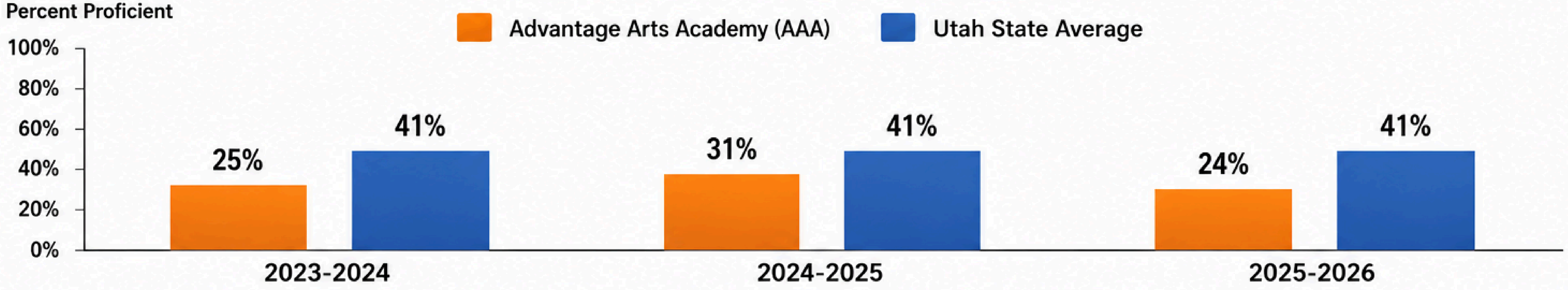
Three-Year Comparison



Key Takeaway: AAA's average math scores have increased modestly over the past three years, closing the gap with the state average. We are now nearly at parity with the state in 2025-2026.

Math Percent Proficient: AAA vs Utah State Average

Three-Year Comparison



Key Takeaway: Math remains a priority area. While average composite scores increased, proficiency has not yet matched that growth, indicating many students are approaching proficiency but have not crossed the threshold.

Celebration Areas

1. Overall Student Performance Increased

Year Average Composite Score
2024-25 334.25
2025-26 338

While proficiency declined, overall student performance improved as measured by composite scores.

This suggests more students are moving closer to proficiency even if they have not yet crossed the proficiency threshold. This is an important leading indicator of future growth.

2. Continued Growth in 3rd Grade

Year % Proficient
2023-24 21%
2024-25 31%
2025-26 32%

This consistency suggests strong foundational math instruction in the primary grades.

Areas of Need

1. Schoolwide Proficiency Declined

Year% Proficient

2024-25

31%

2025-26

24%

2. 5th Grade Performance

This is the most significant concern in the data.

Year% Proficient

2024-25

45%

2025-26

21%

Change: -24 percentage points

This grade level warrants deeper analysis.

3. **4th Grade Decline**

Year% Proficient

2024-25

35%

2025-26

29%

4. Fractions Continue to Be a Challenge

Schoolwide Fractions scores declined:

YearAverage

2024-25

338.5

2025-26

334

Fractions are often a predictor of later success in algebra and should remain a schoolwide instructional focus.

Next Steps

- Strengthen Tier 1 math instruction through professional development, data review, and training
- Implement targeted WIN Time interventions in grades 4-6
- Increase support for fractions and algebraic thinking

UTAH ASSOCIATION OF
PUBLIC CHARTER SCHOOLS

Nominated:

School of the Year

Teacher of the Year- Mandi Tull

Employee of the Year- Jennifer Parks

Special Education Director of the Year- Marnee Carter

Jennifer Parks

UAPCS Employee of the Year

Board Member Annual Commitment to Ethical Behavior

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

Signature_________________________________ ____________________
Board Member Name Date

Signature_________________________________ ____________________
Board Member Name Date

Signature_________________________________ ____________________
Board Member Name Date

Signature_________________________________ ____________________
Board Member Name Date

Signature_________________________________ ____________________
Board Member Name Date

Signature_________________________________ ____________________
Board Member Name Date

Signature_________________________________ ____________________
Board Member Name Date

Questionnaire

Revised December 2020

Fraud Risk Assessment

INSTRUCTIONS:

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

Fraud Risk Assessment

Continued

*Total Points Earned: 375 /395 *Risk Level:

Very Low	Low	Moderate	High	Very High
> 355	316-355	276-315	200-275	< 200

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

*Entity Name: Advantage Arts Academy

*Completed for Fiscal Year Ending: June 30, 2026 *Completion Date: June 23, 2026

*CAO Name: Kelly Simonsen *CFO Name: Darren Marshall

*CAO Signature: ____________________ *CFO Signature: ____________________

*Required

Basic Separation of Duties

See the following page for instructions and definitions.

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

* MC = Mitigating Control

Basic Separation of Duties

Continued

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

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

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

Definitions:

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

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

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

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

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

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

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

Advantage Arts Academy

Budgets for Approval 6/23/26

	Year Ending 6/30/2025 Actuals	Year Ending 6/30/2026 Approved	Year To Date 5/31/2026 Actuals	**Year Ending 6/30/2026 Revised**	**Year Ending 6/30/2027 Preliminary**
Net Income					
Income					
Revenue From Local Sources	130,826	104,290	138,794	142,588	102,000
Revenue From State Sources	3,827,754	4,336,665	3,995,490	4,461,287	4,477,393
Revenue From Federal Sources	165,512	223,585	129,774	226,336	215,251
Revenue Other Financing Sources	0		309,040	13,309,040	0
Total Income	4,124,092	4,664,539	4,573,098	18,139,251	4,794,644
Expenses					
Instruction/Salaries	1,551,135	1,999,733	1,596,452	2,040,537	2,048,353
Employee Benefits	315,953	451,945	314,064	405,194	493,532
Purchased Prof & Tech Serv	431,503	454,910	449,579	464,850	465,500
Purchased Property Services	123,590	143,762	105,845	153,799	153,652
Other Purchased Services	231,794	200,750	218,667	258,741	231,720
Supplies & Materials	174,915	230,668	256,873	447,677	301,230
Property	41,402	95,000	101,829	13,139,754	10,000
Debt Services & Miscellaneous	976,032	986,471	1,084,148	1,165,999	936,033
Total Expenses	3,846,324	4,563,239	4,127,456	18,076,549	4,640,019
Total Net Income	277,768	101,301	445,642	62,703	154,624

Advantage Arts Academy
BOARD MEMBER TERMS & ELECTED OFFICERS

Overview: Each year, the board appoints members to fill vacancies and elects its officers at its annual meeting. The following list provides an overview of the current board composition.

Board terms:

1. Suzy Mortenson (Chair)
    a. Term Expires: 06/30/2028
2. Crystal Thomas (Vice Chair)
    a. Term Expires: 06/30/2028
3. Darren Marshall (Financial Coordinator)
    a. Term Expires: 06/30/2028
4. Chris Joyce (Board Member)
    a. Term Expires: 11/17/2028
5. Meche Mellor (Board Member)
    a. Term Expires: 11/17/2028

Salary Supplement for Highly Needed Educators Program Policy

Adopted: 05.13.2025
Revised:

Purpose

The purpose of this policy is to describe how Advantage Arts 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 or 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

High-Needs Areas

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

- (a) Special Education (K-6); and
- (b) Elementary Teachers (K-6).

Process for Determining if a Teacher is an Eligible Teacher

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) has a professional educator license in one of the high-needs areas listed above; and
- (c) is a new employee of the School or 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.

Deleted:

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.

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.

<u>Administrative Procedures</u>

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

<u>Updating Policy</u>

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

ADVANTAGE ARTS ACADEMY

ADVANTAGE ARTS ACADEMY

Annual Board Meeting Calendar — 2026-2027 School Year

Below are the tentative Advantage Arts Academy Board Meeting dates for the 2026-2027 school year. Meetings are tentatively scheduled for the fourth Monday every other month at 4:30 PM. These dates are subject to change and additional meetings may take place. All meetings will be posted on the Utah Public Meeting Notice website at least twenty-four hours in advance.

Meeting #	Date	Time
1	Monday, September 28, 2026	4:30 PM
2	Monday, November 16, 2026	4:30 PM
3	Monday, January 25, 2027	4:30 PM
4	Monday, March 22, 2027	4:30 PM
5	Monday, June 28, 2027	4:30 PM