Early Light Academy
Board of Directors Meeting Minutes
Wednesday, March 18, 2026

Location: 11709 S. Vadania Drive, South Jordan, Utah 84009

In Attendance: Jenn Lund, Brett Crockett, Ann Khong, Ashley Leishman, Penny Rameriz, Candice Mitchell (9:58 a.m. via Zoom),

Others in Attendance: Stephanie Schmidt, Heidi Bauerle, Erin Winterton (via Zoom), Anna Lynn, Dawn Kawaguchi,

SCHOOL MISSION: The mission of the Early Light Academy is to deliver a high-quality education with a deep, rich and engaging curriculum utilizing effective instructional techniques and emphasizing history, taking our students from the Stone Age to the Space Age, the Information Age and beyond.

SCHOOL VISION: Early Light Academy will empower students to become lifelong learners and inspiring leaders who know their actions today impact our tomorrow.

WE are what history books are made of!

MINUTES

8:38 AM – INTRODUCTORY ITEMS

- Welcome & Roll Call – Jenn Lund
- Board Mission
- School Mission
- School Vision

There was no PUBLIC COMMENT. This was the first public comment period for the 2026-2027 School Fee Schedule and Fee Waiver Policy.

SCHOOL LAND TRUST COUNCIL

- *Identify Needs for Upcoming School Plan/Present Recommended Plan* – Stephanie Schmidt reported that in the past they have used the SLT funds for different items such as tech and curriculum. This past year, we have moved to our funding for salaries to pay the paraprofessionals to support our ELL students. Heidi Bauerle added that this plan is flexible and can be amended throughout the year if needed.

REPORTS

- **Administration**
  - ✓ *Director Report* – Stephanie Schmidt reported on the recent events of the school which included the annual open house event that successfully attracted new families, the implementation of "School Shenanigans" program featuring gold coin prizes and activities for the faculty, a new school scoreboard was installed, and finally Director Schmidt shared details about the successful 9th grade etiquette dinner event where students demonstrated exceptional behavior and participation.

Director Schmidt reviewed the enrollment for next year which is holding strong at 1,102. There was a discussion on class sizes and how that is figured out.
Anna Lynn presented the school report card which is now available publicly. She gave a brief overview on how the state does the scoring and analysis and why it takes so long to receive this data. Anna gave a comparison from FY24 to FY25 data. There was an increase in all achievement categories on the RISE test which is higher that the state average. There was a discussion on what attributed to the increase which Anna attributes to the differentiation in our PCBL. We also had an increase in our growth data in all categories. Anna also reviewed English learner progress which made a huge growth even with an increase in our ELL student population. *(Anna Lynn was excused at 9:22 a.m.)*

- ★ Gifted & Talented Grant Report – Stephanie Schmidt reviewed the application for the G&T Grant which was finally available for this year and must be spent by June 30, 2026. Director Schmidt reviewed her plans to expand enrichment programs. She explained that they test every third grader to make sure that they haven't missed any student. There was a discussion on how they can compete in the national Battle of the Books competition which is due to funding.
- ★ Retention & Advancement Administrative Procedures – Stephanie Schmidt reviewed the amended Retention & Advancement Administrative Procedures which we included the grade level age requirements and clarified how to request a determination of whether your child is a candidate for retention or advancement.
- ★ Student Walkouts & Protests Administrative Procedures – Stephanie Schmidt reviewed the Student Walkouts & Protest Administrative Procedures which ensures student safety, maintain appropriate supervision, and minimize disruption to instructional time when students participate in walk-outs, protests, or demonstrations during the school day.

- **Board of Directors**
  - ✓ *Financial Update* – Erin Winterton reviewed the financials as of February 28, 2026 noting that the PTIF account has $1.8 million with 3.8% interest, and overall revenue is on track despite some expense categories trending over budget due to timing of payments like insurance and audits. She explained that while technical services are at 95% of budget and property expenses are over budget due to unanticipated camera system installation and turf improvements, these discrepancies will likely be addressed through budget amendments. Erin also reported that base funding for next year is expected to increase by 4.2%, and while the Digital Teaching and Learning Grant funding decreased, Steph has effectively managed technology allocations through both grants and general funds. *(Erin Winterton was excused at 9:46 a.m.)*

BOARD TRAINING

- *Open & Public Meetings Act Training* – Dawn led a quiz session on the annual OPMA training which included closed session rules and public meeting requirements. The group discussed when recordings are required and when they are not, including exceptions for

discussions about individuals' character or security matters. Dawn clarified that board members must have a two-thirds majority to enter a closed session, and explained that while public comments are typically allowed, it's not mandatory to have a written policy for them. The session concluded with a quiz completion where Jenn and Ann took 1st and 2nd place winning $10 and $5 gift cards respectively.

- *Public Education Hotline Training* – Heidi Bauerle reviewed the board level hotline complaint process with a step-by-step procedure for boards on how to handle, investigate and resolve complaints in compliance with state rules. The board's job is oversight unless the complaint is about the Director.

CONSENT ITEMS

- *February 20, 2026 Electronic Board Meeting Minutes* – There was no further discussion. **Jenn Lund made a motion to approve the consent items. Ann Khong seconded the motion. The roll call votes were as follows:**

  Jenn Lund – Aye
  Brett Crockett – Aye
  Candice Mitchell – Aye
  Ann Khong – Aye
  Ashley Leishman – Aye
  Penny Rameriz – Aye

  Motion passed unanimously.

VOTING ITEMS

- *2026-2027 School LAND Trust Plan* – There was no further discussion. This was explained in the School LAND Trust council section.
- *Landscape Projects* – Stephanie Schmidt presented the landscape projects which has been budgeted for and landscaping items that were needed and in our improvement plan.
- *Helpside Professional Employer Agreement Renewal* – Stephanie Schmidt stated that Helpside does our payroll and employee benefits which we need to review every five years. We would like to continue using their services.
- *Amend Administration of Medication Policy* – Stephanie Schmidt reviewed the amended Administration of Medication Policy which comply with Utah law regarding storing and administrating glucagon kits. There was discussion on

  Jenn Lund made a motion to approve the following items:
  - ✓ **Approve the 2026-2027 School LAND Trust Plan as presented;**
  - ✓ **Approve the Landscape Projects not to exceed $55,000;**
  - ✓ **Approve the Professional Employer Agreement with Helpside and authorize the Board President to execute the agreement on behalf of the school; and**
  - ✓ **Approve the Amended Administration of Medication Policy.**

  Penny Ramirez seconded the motion. The roll call votes were as follows:

  Jenn Lund – Aye
  Brett Crockett – Aye
  Ann Khong – Aye
  Ashley Leishman – Aye
  Penny Rameriz – Aye

Motion passed unanimously.

DISCUSSION ITEMS

- *Calendaring Items* – ALL
  - ✓ Next PreBoard Meeting – May 6th @ 10:30 a.m.
  - ✓ Next Board Meeting – May 20th
  - ✓ NCSC26 New Orleans, LA June 24-26 (Wed-Fri)

There was no CLOSED SESSION.

10:30 AM – Jenn Lund made a motion to ADJOURN. Ashley Leishman seconded the motion. The roll call votes were as follows:

Jenn Lund – Aye
Brett Crockett – Aye
Candice Mitchell – Aye
Ann Khong – Aye
Ashley Leishman – Aye
Penny Rameriz – Aye

Motion passed unanimously.