



Jefferson Academy

Board of Directors Meeting

Date: July 15, 2026

Location: <https://us02web.zoom.us/j/89179403396?pwd=Xb7a96w43bPl0JaHnynwciCqXz89>

Board Members Present: Keith Facer, Natalie Allman, Paul Smith, Katie Browning

Excused Board Members: Alana Wilson

Others Present: Dawn Benke, Hannah Dorius, Heidi Bauerle, Nicole Jones

MINUTES

CALL TO ORDER

Keith Facer called the meeting to order at 9:31AM.

CONSENT ITEMS

- 06.08.2026 Board Meeting and Closed Session Minutes

Keith Facer made a motion to approve the 06.08.2026 Board Meeting and Closed Session Minutes. Natalie Allman seconded. Motion passed unanimously. *The votes were as follows: Keith Facer, Aye; Natalie Allman, Aye; Paul Smith, Aye; Katie Browning, Aye.*

VOTING AND DISCUSSION ITEMS

- Award RFP for Education Service Provider
The Board discussed awarding the contract for Education Service Provider services to Academica West for a term of five years. Proposals were solicited in accordance with the Utah Procurement Code and the school's procurement policy and were evaluated on cost, demonstrated experience with Utah charter schools, scope and quality of services offered, references, and capacity to meet the school's operational needs.
- Award RFP for Food Service Management Company
There were 2 responses to the Food Service Management Company RFP. The Evaluation Committee recommends that the board award the contract for Food Service Management Company services to Lunch Pro for a term of five years. The Food Service Management Company administers the school's meal program compliant with the requirements of the National School Lunch Program and applicable Utah State Board of Education and USDA regulations. Proposals were solicited in accordance with federal and state procurement requirements and were evaluated on cost, program compliance, food quality and nutritional standards, service capacity, and references.

Keith Facer made a motion to award the RFP for Education Service Provider to Academica West and award the RFP for Food Service Management Company to Lunch Pro pending approval by the State. Natalie Allman seconded. Motion passed

unanimously. *The votes were as follows: Keith Facer, Aye; Natalie Allman, Aye; Paul Smith, Aye; Katie Browning, Aye.*

- Apparel Purchase
This item was tabled.

CALENDARING

- September 14, 2026 at Jefferson Academy Library

ADJOURN

At 9:39AM Keith Facer made a motion to adjourn. Natalie Allman seconded. Motion passed unanimously. *The votes were as follows: Keith Facer, Aye; Natalie Allman, Aye; Paul Smith, Aye; Katie Browning, Aye.*

DRAFT