The Minutes - Draft
Regular Governing Board Meeting
Utah Charter Academies

All meeting materials are available at links on the meeting agenda.

June 30, 2026
7:00 p.m.

APS District Office:	12894 S. Pony Express Rd., Unit 400, Draper, UT 84020/Google Meet Hybrid Meeting
Board Members Present In Person:	Thomas Hortin
Board Members Present Virtually:	Ruth Kellersberger, Thomas Young
Board Members Absent:	Matt Howard
Staff Present:	Carolyn Sharette, Lisa Brunson, David Sharette, Peri Daley, Kate York, Jeremiah Brennan, McKayla Zitting, Casey Crellin, Daniel Baker, Tim Evancich
Public Present:	Melanie Clark, David Mortensen

1 Welcome
1.1 Thomas Young welcomed the board members that were present via roll call at 7:02 pm.

2 Presentation and Comments
2.1 Public Comment - Thomas Young invited public comment. None was given.

3 Consent Agenda - 7:03 p.m
3.1 Items include:
3.1.1 May 28, 2026 Meeting Minutes
3.1.2 Review of Chapter A Policies. No content changes included. Only formatting changes. The board brief is linked on the meeting agenda.
3.1.3 No questions or comments from the board.
3.1.4 Motion: To approve the June 30th, 2026 Consent Agenda.
3.1.4.1 Moved: Thomas Hortin
3.1.4.2 Second: Ruth Kellersberger
3.1.4.3 Vote:

	T.Y	T.Ho	M.H	R.K
Aye	X	X		X
Nay				
Abstain				

4 Board Business - 7:03 p.m.
4.1 Board Rules of Order and Procedure
4.1.1 Kate York presented the Board Rules of Order and Procedure. Ruth Kellersberger asked for clarification on announcing names prior to voting. Kate York provided clarification. The board brief and procedure is linked on the meeting agenda.
4.1.2 Motion: The Utah Charter Academies Board of Directors hereby adopts the Board Rules of Order and Procedure as presented in this public meeting.
4.1.2.1 Moved: Thomas Hortin
4.1.2.2 Second: Thomas Young
4.1.2.3 Vote:

	T.Y	T.Ho	M.H	R.K
Aye	X	X		X
Nay				
Abstain				

4.2 Drug-Free Workplace Policy Amendment
4.2.1 Kate York presented the amendments to the Drug-Free Workplace Policy. The amendment and board brief is linked on the meeting agenda. Thomas Hortin asked for clarification

regarding vaping device use in employee cars. The board agreed to review the amendments at a later date once final verbiage is determined.

4.3 School Fee Schedule SYE27 Amendments

4.3.1 Kate York provided a first review of amendments to the school year 2027 School Fee Schedule. The schedule and board brief are linked on the agenda. Ruth Kellersberger asked if the fee listed is the average or maximum amount. Carolyn Sharette clarified that the fee listed is the maximum amount allowed.

4.3.2 Motion: No Motion Required.

4.4 FY2027 Budget - Revision

4.4.1 Casey Crellin provided a review of the revised FY2027 budget. Upon approval, Casey Crellin will resubmit the revised budget to the State. The budget is linked on the meeting agenda. Thomas Young asked if the other board members had any comments.

4.4.2 Motion: To approve the FY2027 Budget

4.4.2.1 Moved: Thomas Hortin

4.4.2.2 Second: Ruth Kellersberger

4.4.2.3 Vote:

	T.Y	T.Ho	M.H	R.K
Aye	X	X		X
Nay				
Abstain				

4.5 Capital Projects

4.5.1 Casey Crellin reviewed the Capital Projects list for FY2027, linked on the meeting agenda. Carolyn Sharette provided additional review on some listed projects.

4.5.2 Motion: To approve the capital projects list as presented.

4.5.2.1 Moved: Ruth Kellersberger

4.5.2.2 Second: Thomas Hortin

4.5.2.3 Vote:

	T.Y	T.Ho	M.H	R.K
Aye	X	X		X
Nay				
Abstain				

4.6 Boyd Martin Construction contract approval

4.6.1 The board agreed to move this item to later in the meeting.

4.7 UCA/Alpine School District Lease

4.7.1 David Sharette presented the lease with Alpine School District. Ruth Kellersberger asked for details on expected enrollment and enrollment caps for the Eagle Mountain satellite campus. Carolyn Sharette provided details on marketing efforts for enrollment. Thomas Hortin reviewed the agreement regarding lease timelines. The board agreed to hold off on voting until after the executive session.

4.8 RFP for WV2 Project CM/GC

4.8.1 Casey Crellin reviewed the Request for Proposal for the West Valley 2 building classroom expansion construction manager/general contractor. The classrooms will add another classroom for each of the K-6 grades. Carolyn Sharette added that the enrollment for the Kindergarten class addition will be open for this school year.

4.8.2 Motion: No motion required.

4.9 RFP Announcement and invitation for Eagle Mountain school design

4.9.1 Casey Crellin reviewed the Request for Proposal for the new Eagle Mountain school design. David Sharette extended the invitation for the board members to participate in the RFP process.

4.9.2 Motion: No motion required.

4.10 UCA/APS Management Agreement Extension

4.10.1 The board agreed to hold off on voting until after the executive session.

4.11 Update to SCSB Charter Agreement with UCA

4.11.1 David Sharette reviewed the updated APA Charter Agreement, schedule A. The updated agreement is linked on the meeting agenda. Changes reflect the approved Ephraim and Eagle Mountain campus locations.

4.11.2 Motion: No motion required at this time.

4.12 After-school program at Draper 1 and Draper 2 Partnership Agreement

4.12.1 Carolyn Sharette reviewed the tri-party partnership agreement between APS, Sistema, and UCA for Draper 1 and Draper 2. Carolyn Sharette provided additional information regarding the school fee requirements and the impact on the after school program. The agreement clarifies any existing conflicts of interest and the roles/responsibilities of each party. The agreement is linked on the meeting agenda.

4.12.2 Motion: No motion required

5 Management Company Report - 7:43 p.m.

5.1 June Management Performance Report - Linked on the meeting agenda.

5.1.1 Academics - Carolyn Sharette reviewed the elementary metrics, including the end-of-year Acadience Reading Report and APA vs State Elementary RISE data. Daniel Baker reviewed the end-of-year Secondary Accountability Element report, end-of-year testing summary for RISE and Utah Aspire Plus, and the end-of-year Grade Distribution Report.

5.1.2 Character Development - Available for board review.

5.1.3 Campus Highlights - Available for board review.

5.1.4 Enrollment - McKayla Zitting reviewed current enrollment counts and projections for next school year.

5.1.5 Human Resources - Jeremiah Brennan reviewed current open positions and the 2026 Annual Teacher Compensation Report, which is linked within the Management Performance Report. Jeremiah added more information regarding our LEA-licensure and APPEL program licensure pipeline with the impact on salary averages. Thomas Young asked what is the most common reason(s) for staff leaving APA. Jeremiah shared that the most common may be staff misalignment with APA processes or work demand. Ruth Kellersberger asked if APA is seeing teacher fatigue trends. Carolyn Sharette shared the efforts made to reduce teacher fatigue, such as increased behavior support and growth opportunities for staff.

5.1.6 Academics - Thomas Hortin asked for clarification on the reasons for the drop in Secondary RISE Math scores. Daniel Baker clarified that all students test in math on their grade level, regardless of their current math course and the alignment on the test content/pacing. He also shared our new Illustrative Math initiative (piloted at Salem) which will work in tandem with Saxon Math as an intervention strategy at D3 and WV3

5.1.7 Operations - Tim Evancich reviewed the current major projects, including the Draper 3 Auditorium. Tim Evancich reviewed the Boyd Martin Construction (BMC) contact approval for the Salem High School Expansion. No

5.1.7.1 Motion: To approve the BMC contract for the Salem High School Expansion project.

5.1.7.2 Moved: Ruth Kellersberger

5.1.7.3 Second: Thomas Hortin

5.1.7.4 Vote:

	T.Y	T.Ho	M.H	R.K
Aye	X	X		X
Nay				
Abstain				

5.1.8 Finance - Casey Crellin reviewed the May financial indicators, including the year-to-date net income, budgeted net income, days cash on hand, and debt service coverage ratio. Casey Crellin reported that a rate error was found in the workers' compensation liability expenses which has now been corrected, with no impact to cash on hand. Casey Crellin reviewed the P&L Actual vs Budget May report.
5.1.9 Compliance - Lisa Brunson reviewed the current compliance activities of note, including APA's Operational Framework Certification report, the 2026 Comprehensive Compliance Review for School Land Trust, and the 2026 At Risk Students Plan.
5.1.10 Technology - Available for board review.
5.1.11 Transportation - Available for board review.

6 Adjournment to Executive Session via Roll Call vote at 8:32 p.m.
6.1 Motion: To adjourn to a closed session in accordance with Utah State Code Title 52 Chapter 4 to discuss the purchase, exchange, or lease of real property and/or to discuss pending litigation and discussion of the character, professional competence, or physical or mental health of an individual.
6.2 Moved: Ruth Kellersberger
6.3 Second: Thomas Young
6.3.1

	T.Y	T.Ho	M.H	R.K
Aye	X	X		X
Nay				
Abstain				

7 Adjournment from Executive Session at 8:59 p.m.
7.1 Motion: To approve entering into the Lease Agreement with Alpine School District for the Cedar Valley Elementary facility.
7.1.1 Moved: Thomas Hortin
7.1.2 Second: Ruth Kellersberger
7.1.3

	T.Y	T.Ho	M.H	R.K
Aye	X	X		X
Nay				
Abstain				

7.2 Motion: To approve the UCA/APS Management Agreement extension until July 31, 2026.
7.2.1 Moved: Thomas Hortin
7.2.2 Second: Thomas Young
7.2.3

	T.Y	T.Ho	M.H	R.K
Aye	X	X		X
Nay				
Abstain				

7.3 Motion: I move that the Board of Directors of Utah Charter Academies ratify and approve the formation of Salem Canal Road, LLC, a Utah limited liability company wholly owned by Utah Charter Academies, including the Certificate of Organization filed with the Utah Division of Corporations and Commercial Code, and that Salem Canal Road, LLC be designated as the entity to acquire and hold the Salem property.
7.3.1 Moved: Thomas Hortin
7.3.2 Second: Ruth Kellersberger
7.3.3

	T.Y	T.Ho	M.H	R.K
Aye	X		X	X
Nay				
Abstain				

7.4 Motion: I move that the Board approve and adopt the Operating Agreement of Salem Canal Road, LLC, in substantially the form presented to the Board, and authorize Utah Charter Academies, as sole member, to execute the Operating Agreement, subject to such non-substantive revisions as legal counsel may approve.

7.4.1 Moved: Thomas Hortin

7.4.2 Second: Ruth Kellersberger

7.4.3

	T.Y	T.Ho	M.H	R.K
Aye	X	X		X
Nay				
Abstain				

7.5 Motion: I move that the Board approve the acquisition of the real property identified as Parcel No. 30:046:0108, located on Salem Canal Road in Salem City, Utah County, Utah (approximately four acres of vacant land), and approve the Purchase and Sale Agreement between Salem Canal Road, LLC, as Buyer, and Arthur Francom Holdings LLC, as Seller, on the terms and conditions presented to and reviewed by the Board in executive session, and authorize completion of the purchase and the expenditure of the funds necessary to close the transaction in accordance with those terms.

7.5.1 Moved: Thomas Hortin

7.5.2 Second: Ruth Kellersberger

7.5.3

	T.Y	T.Ho	M.H	R.K
Aye	X	X		X
Nay				
Abstain				

7.6 Motion: I move that the Board authorize Ruth Kellersberger, Board Member, to execute and deliver, on behalf of Utah Charter Academies and Salem Canal Road, LLC, all documents necessary to carry out the foregoing motions — including the Operating Agreement, the Purchase and Sale Agreement, and related escrow, closing, and title documents (including by electronic signature/DocuSign) — and to take all further actions reasonably necessary to complete the formation of the entity and the acquisition of the property.

7.6.1 Moved: Thomas Hortin

7.6.2 Second: Thomas Young

7.6.3

	T.Y	T.Ho	M.H	R.K
Aye	X	X		X
Nay				
Abstain				

8 Agenda Items for Future Meetings - 9:04 p.m.

8.1 The next Board Meeting will be held in July with a specific date to be determined.

9 Adjournment at 9:06 p.m.